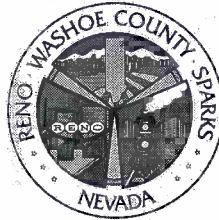


# Washoe County



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

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

## Health District

WASHOE COUNTY HEALTH DISTRICT  
1001 East Ninth Street / P.O. Box 11130  
Reno, Nevada 89520  
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, September 27, 2012, 1:00 p.m.

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

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

Time	Agenda 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
<b>For Possible Action</b>	4.	Approval/Deletions to Agenda for the September 27, 2012 Meeting	Mr. Smith
<b>For Possible Action</b>	5.	Approval/Additions/Deletions to the <b>Minutes</b> of the <b>August 23, 2012 Regular Meeting</b>	Mr. Smith
	6.	Recognitions  A. Introduction of new employee(s). Edwin Smith, Office Support Specialist, AHS	Mr. Smith and Dr. Iser

Time	Agenda Item No.	Agenda Item	Presenter
		B. Promotions – None. C. Years of Service – None. D. Recognitions – None.	
For Possible Action	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><u>A. Air Quality Management Cases:</u></b></p> <ol style="list-style-type: none"> <li>1. Recommendation to Uphold Unappealed Citations to the Air Pollution Control Hearing Board:             <ol style="list-style-type: none"> <li>a. Lakeridge Cleaners – Case 1094, NOV 5258 ATTN: Jim Buchanan, owner 6135 Lakeside Drive, Suite 107 Reno NV 89511; (775) 826-9777</li> <li>b. MDK LLC – Western Environmental Testing Case 1093, NOV 5304 ATTN: Nick Ross, Operations Manager 475 E Greg Street, Suite 119 Sparks NV 89431; (775) 355-0202</li> </ol> </li> <li>2. Recommendation of Cases Appealed to the Air Pollution Control Hearing Board.             <ol style="list-style-type: none"> <li>a. Rilite Aggregate Company Case 1090, NOV 5017 ATTN: Chris Benna, President 3025 Mill Street, Reno, NV 89502 (775) 329-8842; (775) 742-6920</li> </ol> </li> <li>3. Recommendation for Variance: <b>None.</b></li> </ol> <p><b><u>B. Sewage, Wastewater &amp; Sanitation Cases:</u></b>            Recommendation to Approve Variance Case(s)            Presented to the Sewage, Wastewater &amp; Sanitation            Hearing Board.</p>	<p>Ms. Albee</p> <p>Ms. Albee</p> <p>Ms. Albee</p> <p>Ms. Albee</p> <p>Mr. Tyre</p>

Time	Agenda Item No.	Agenda Item	Presenter
For Possible Action		C. <u>Re-Appointment to the Air Pollution Control Hearing Board – David Rinaldi</u>	Mr. Dick
For Possible Action		D. <u>Re-Appointment to the Air Pollution Control Hearing Board – Cathleen Fitzgerald</u>	Mr. Dick
For Possible Action		E. <u>Appointment to the Air Pollution Control Hearing Board – Jeanne Rucker</u>	Mr. Dick
For Possible Action		F. <u>Budget Amendments / Interlocal Agreements:</u>	
For Possible Action		1. Approval of Notice of Subgrant Award from the Nevada State Health Division for the Women, Infants and Children (WIC) Clinic Program, for the period October 1, 2012 through September 30, 2013, in the total amount of \$1,071,998 in support of Salaries, Benefits, Travel and Training, and Operating Expenditures; and, if approved, authorize the Chairman to execute.	Ms. Buxton
For Possible Action		2. Approval of Notice of Grant Award dated August 24, 2012, from the Department of Health and Human Services Public Health Service for the period June 30, 2012, to June 29, 2013, in the amount of \$854,980, in support of the Family Planning Program; Approval of amendments totaling an increase of \$54,980 in both revenue and expense to the FY13 Title X Family Planning Federal Grant Program, IO 10025; Authorized the creation of a permanent part-time (19 hr/week) non-benefitted Advanced Practitioner of Nursing (APN) position (PC#TBD) as evaluated by the Job Evaluation Committee (JEC).	Ms. Buxton
For Possible Action	9.	<u>Air Pollution Control Hearing Board Cases appealed to the District Board of Health. None</u>	Ms. Albee

Time	Agenda Item No.	Agenda Item	Presenter
For Possible Action	10.	Presentation and possible acceptance of proposed amendments to the Washoe County District Board of Health Regulations Governing Air Quality Management, Section 040.080, Gasoline Transfer and Dispensing Facilities	Ms. Albee
For Possible Action	11.	<b><u>Regional Emergency Medical Services Authority:</u></b> A. Review and Acceptance of the Operations and Financial Report for August, 2012; and B. Update of REMSA's Community Activities Since August, 2012	Mr. Gubbels
	12.	Discussion of TriData Presentation and Chairman Smith's and Dr. Iser's meeting with Dr. Cohen	Mr. Smith
	13.	Presentation of Mental Illness: A Guide to Recovery, Introduction by Commissioner Jung	Bob Bennett, Chair, PAIMI Council
For Possible Action	14.	Review and Acceptance of the Monthly Public Health Fund Revenue and Expenditure Report for August 2012	Ms. Stickney
For Possible Action	15.	Presentation and possible approval of <i>Robert Wood Johnson Foundation: Center for Sharing Public Health Services</i> funding opportunity application for the <i>Shared Services Learning Community 2012</i> Call for Proposals	Dr. Iser
	16.	<b><u>Staff Reports and Program Updates</u></b> A. <b>Director, Epidemiology and Public Health Preparedness</b>	Dr. Todd
		B. <b>Acting Director, Community and Clinical Health Services</b> – Response to request for more information regarding Nexplanon Contraceptive Implant	Mr. Kutz
		C. <b>Director, Environmental Health Services</b>	Mr. Sack

Time	Agenda Item No.	Agenda Item	Presenter
		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> – 2012 Accela User Conference Report	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; Interjurisdictional Sharing of Resources; and District Board of Health Information and Resources	Dr. Iser
<b>Board Comment</b>	17.	Limited to Announcements or Issues for Future Agendas	Mr. Smith
<b>Public Comment</b>	18.	Public Comment (limited to three (3) minutes per person). No action may be taken.	Mr. Smith
<b>For Possible Action</b>	19.	Adjournment	Mr. Smith

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

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

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

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

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

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

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

Washoe County Health District, 1001 E. 9th St., Reno, NV

Reno City Hall, 1 E. 1st St., Reno, NV

Sparks City Hall, 431 Prater Way, Sparks, NV

Washoe County Administration Building, 1001 E. 9th St, Reno, NV

Washoe County Health District Website [www.washoecounty.us/health](http://www.washoecounty.us/health)

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Washoe County



Health District

## Washoe County District Board of Health Meeting Minutes August 23, 2012

**PRESENT:** Mr. Matt Smith, Chairman, George Furman, MD; Commissioner Kitty Jung, Vice Chair, Councilwoman Ratti, Councilman Gustin

**ABSENT:** Dr. Denis Humphreys is excused; Commissioner Jung left the meeting at 3:02 pm

**STAFF:** Robert Sack, Director, Environmental Health Services, Acting DHO  
 Kevin Dick, Director, Air Quality Management  
 Bryan Tyre, Senior Licensed Engineer, EHS  
 Candy Hunter, Acting Director, Community and Clinical Health Services  
 Phil Uilbarri, Public Information Officer  
 Steve Fisher, Department Computer Application Specialist  
 Bev Bayan, WIC Program Manager, CCHS  
 Leslie Admirand, Deputy District Attorney

Randall Todd, DrPH, Director, Epidemiology and Public Health Preparedness  
 Eileen Stickney, Administrative Health Services Officer, AHS  
 Kelli Seals, Health Educator II, CCHS  
 Curtis Splan, DCAS, AHS  
 Stacey Akurosawa, EMS Coordinator, EMS Program, EPHP  
 Daniel Inouye, Air Quality Supervisor, AQM  
 Sandra Maestas, Office Assistant II, CCHS  
 Peggy F. O'Neill, Recording Secretary

TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
1:11 pm 1, 2	<b>Meeting Called to Order, Pledge of Allegiance and Roll Call</b>	Chairman Smith called the meeting to order, followed by the Pledge of Allegiance led by Councilman Gustin. Roll call was taken and a quorum noted. Dr. Humphreys is excused.	
3.	<b>Public Comment</b>	No public comment was presented.	
4.	<b>Approval/Deletions – Agenda – August 23, 2012</b>	Chairman Smith called for any deletions to the Agenda of the August 23, 2012 DBOH Meeting.	Councilwoman Ratti moved, seconded by Dr. Hess, that the August 23, 2012 Agenda be approved as submitted.  <b><u>MOTION CARRIED</u></b>

TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
5.	Approval/Deletions – Minutes – Regular Meeting of July 26, 2012 Board Comment	Chairman Smith called for any additions or corrections to the minutes of the July 26, 2012 Regular Meeting.	Commission Jung moved, seconded by Councilwoman Ratti, that the minutes of the July 26, 2012, meeting be approved as presented.  <b><u>MOTION CARRIED</u></b>
6.	Recognitions and Proclamations	Mr. Sack and Chairman Smith recognized employees and made awards for years of service and promotion.  A Proclamation declaring September 19, 2012, Obesity Prevention Awareness Day was presented.	Councilwoman Ratti moved, seconded by Dr. Hess, that the Proclamation be approved as presented.  <b><u>MOTION CARRIED</u></b>
7.	Consent Agenda	<p><b>A. <u>Air Quality Management Cases:</u></b></p> <ol style="list-style-type: none"> <li>1. Unappealed Citations to the Air Pollution Control Hearing Board:           <ol style="list-style-type: none"> <li>a. <b>Mike Costello, Case No. 1091, Unappealed Citation No. 5301</b> – Staff reported <b>Citation No. 5301</b>, was issued to <b>Mike Costello</b> on July 17, 2012, for failure operating a commercial auto body repair facility without a permit to operate and spray painting a vehicle without a spray booth on a property located at 2115 Dickerson Road in Reno, Nevada, which is a major violation of Section 030.000 of the Washoe County DBOH Regulations Governing Air Quality Management. Staff recommends the citation be <b>upheld</b> and a fine in the amount of <b>\$1,000.00</b> be levied <b>as a negotiated fine</b>.</li> </ol> </li> <li>2. Recommendation to Uphold Citation Appealed to the Air Pollution Control Hearing Board: None.</li> <li>3. Recommendation for Variance: None.</li> </ol> <p><b>B. <u>Sewage, Wastewater &amp; Sanitation Cases:</u></b> The Sewage Wastewater and Sanitation Hearing Board recommends approval of the variance request to the requirements of 040.005 Table 1 of the District Board of Health Regulations Governing Well Construction which requires a 100-foot setback from a well to a septic system leach field. The subject house was</p>	



TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
		<p>built in 1920 on a small railroad lot in Verdi. The owner wants to upgrade the well to modern standards, but there is no place on the property to locate a well at least 100 feet from the septic leach field. The owner has proposed to seal the well to a depth of 130 feet to mitigate potential contamination of the well by the septic system.</p> <p><b>C. <u>Staff recommends Mark Simons, Esq. be re-appointed to the Sewage Wastewater, and Sanitation Hearing Board</u></b></p> <p><b>D. <u>Staff recommends Jeanne Rucker be appointed to the Sewage Wastewater, and Sanitation Hearing Board</u></b></p> <p><b>E. <u>Budget Amendments / Interlocal Agreements:</u></b></p> <ol style="list-style-type: none"> <li>The Board was advised that Staff recommends the approval of Notice of Subgrant Award from the Nevada State Health Division for the period July 1, 2012, to June 30, 2013, in the amount of \$404,040, in support of the Assistant Secretary for Preparedness and Response (ASPR) Hospital Preparedness Program and approval of amendments totaling an increase in \$51,313 in both revenue and expense to the FY 13 ASPR Hospital Preparedness Federal Grant Program, and if approved, authorized the Chairman to execute.</li> <li>The Board was advised that Staff recommends the approval of Notice of Subgrant Award from the Nevada State Health Division for the period July 1, 2012, to June 30, 2013, in the amount of \$665,000, in support of the Centers for Disease Control and Prevention (CDC) Public Health Preparedness (PHP) Program; and, if approved, authorize the Chairman to execute.</li> </ol>	<p><b>ACTION ITEMS:</b> (1) Letter to Mike Costello regarding fine and due date; (2) Letter to Vicki Smith regarding approval of variance; and (3) Letters to Mark Simons and Jeanne Rucker regarding appointments.</p> <p>Councilman Gustin moved, seconded by Councilwoman Ratti, that the entire Consent Agenda be approved as presented in a single motion.</p> <p><b><u>MOTION CARRIED</u></b></p>
8.	<b>Air Pollution Control Hearing Board Cases</b>	None.	
9.	<b>Regional Emergency Medical Services Authority</b>  A. <u>Review and Acceptance of the Operations and Financial Report – July 2012</u>	Mr. Jim Gubbels, Vice President, REMSA reported that the BOH members have been provided with a copy of the July 2012 Operations and Financial Report; overall emergency response times for life-threatening calls in July 2012 was 92%, and 96% for non-life threatening calls; within the 8 minute zone, it was	<b>Action Item:</b> Rate calculation method needs to be provided to the Board Members.

TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
	<p>Board Comment:</p> <p>B. <u>Update of REMSA's Community Activities Since April 2012</u></p>	<p>92%; within the 15 minute zone, it was 95%; and within the 20 minute zone, it was 83%. Advised the overall average bill for air ambulance service for July 2012 was \$6,973. The overall average bill for ground ambulance services for July 2012 was \$1011.</p> <p>Dr. Hess requested information on how the rates are calculated. Councilwoman Ratti requested the same information for her constituents.</p> <p>Mr. Gubbels referred the Board Members to the articles provided for their review, and highlighted one instance where REMSA personnel were in attendance at a local marathon and were able to administer CPR when a young athlete collapsed just short of the finish line. She has since fully recovered.</p>	<p>Dr. Hess moved, seconded by Councilwoman Ratti that the Operations and Financial Reports for the Month of July 2012 be accepted as presented.</p> <p><b><u>MOTION CARRIED</u></b></p>
10.	<p><b>Presentation of The Fitch Report prepared by Fitch &amp; Associates at the request of REMSA for the purposes of Medical Dispatch and EMS Improvement Recommendations</b></p> <p><b><u>Board Comments:</u></b></p>	<p>Patrick Smith, President of REMSA, gave background for the solicitation of the Fitch Report, and introduced Guillermo Fuentes of Fitch &amp; Associates for his presentation and reviewed Mr. Fuentes expertise in EMS and dispatch.</p> <p>A copy of Mr. Fuentes' presentation was placed on file for the record, and Mr. Fuentes made his presentation.</p> <p>Dr. Furman stated that he has tried to research Fitch &amp; Associates and has been unable to access information on its principals. Mr. Fuentes stated that information would be provided to the Board.</p> <p>Councilwoman Ratti stated that the sequencing of events is challenging for her. She has received the TriData report, but it will not be presented publicly until August 28. Since she has not yet had feedback from people she trusts to review this report, and here we are in a public forum with a response to the TriData report, she finds that troubling. She would have more questions if other stakeholders had reviewed and given their input, and then we had this response. She believes this should have happened at the next meeting. Also we seem to be missing a few pages to your presentation.</p> <p>Mr. Fuentes stated that Fitch stayed high level on this review. We did not review recommendation by recommendation. We wanted you to be informed about</p>	

how the analysis should have been done and what is lacking in the TriData report.

Councilwoman Ratti questioned the Board about what the process will now be and if Mr. Fuentes will return to the board. Councilwoman Ratti expressed her frustration that this evidences again the disjointed process in which the stakeholders are operating and how difficult it is to come to consensus when the processes are so disjointed, an example of which is this very presentation.

Chairman Smith stated that REMSA's concerns about the process are why Fitch is here today. It is just a different view that we should look. He also believes that we should have Mr. Fuentes present again after we have all the TriData questions answered.

Councilwoman Ratti stated that she has lots of questions, but because of the sequencing of events, she does not feel prepared to ask them.

Councilman Gustin stated to Mr. Fuentes that he enjoyed the presentation very much. He stated that Mr. Fuentes has reported that this was a high level review (40,000 foot level), but he has some ground level questions. First, you stated that arrival at a scene in the 4-5 minute zone for cardiac arrest is not attainable. Is that going to lead to wide dissemination of AEDs? Mr. Fuentes stated that it is his opinion that that is the best practice to address cardiac arrest. Councilman Gustin asked Mr. Fuentes about his comments about dispatch. Mr. Fuentes stated that the science behind the data indicates that in 85% of calls, the callers do know what their emergency is, "Fire, Police, Medical." That's how they should be dispatched. Medical should triage calls that are not first identifiable.

Councilwoman Ratti questioned whether Mr. Fuentes observed Sparks Dispatch. He did not. Councilwoman Ratti further stated that what she is having difficulty with is that she thought with research and information provided to her that a two-tiered system is the best protocol and what we should have in effect, and why we have a two-tiered system in place. She stated to Mr. Fuentes that in his report he is stating that that is not true. She asked for an explanation of that thought process.

Mr. Fuentes replied that 10 years ago that is what the science suggested. Today, however, we are still suggesting a two-tiered system; but, science suggest that it is only practicable to roll Fire assets when they can make an outcome difference, which is suggested in only a small percentage of calls. The continued growth of your two-tiered response is costing your community a lot of

money, which may be what your community wants. If you have the dollars, do it. That's the decision that needs to be made.

Commissioner Jung asked Mr. Fuentes who paid for his review. Mr. Fuentes replied that REMSA paid for the review. Commissioner Jung asked Mr. Fuentes is he knew how many stakeholders were involved when TriData was selected to do their review. He stated he had no idea since he did not participate in that process. Commissioner Jung asked if REMSA was a stakeholder, and Mr. Fuentes replied that he believes so. Commissioner Jung questioned whether REMSA agreed to the evaluation criteria of the TriData study. Patrick Smith replied in the affirmative.

On slide 11 (Fire's Excess Capacity), there are no local analytics. Fitch was not asked to do that analysis. What he is suggesting is that is an element which he believes should have been evaluated, and it has not been. Commissioner Jung then questioned what percentage of calls are cardiac arrest, and Mr. Fuentes replied 1 - 2%. Commissioner Jung asked about Slide 25 - Dispatch Review - Co-Location is wrought with challenges. Mr. Fuentes does not recommend co-location; supervision is a challenge; different technologies; communication centers are very difficult and complex to merge. Commissioner Jung questioned Slide 28 about how calls are being monitored by specialized personnel. Mr. Fuentes stated that REMSA's personnel are either paramedics or EMTs. Commissioner Jung stated that it is her understanding that ECOMM does perform internal call review for quality assurance. Mr. Fuentes stated that he understands that, but from a QA perspective, they should be held to an external compliance QA measure for effective monitoring. That is what is required for accreditation. Commissioner Jung also questioned Mr. Fuentes about personnel mobility and how that is practiced in REMSA. Mr. Fuentes stated that the dispatch personnel are either EMTs or paramedics so they can go back to the field; they can be supervisors in the field, and then go back and be dispatch supervisors. It's a systematic approach. Commissioner Jung questioned how frequently that happens and asked for a report on personnel mobility. Mr. Smith, of REMSA, responded that they will submit the report. Commissioner Jung asked about the, "One-dispatcher-does-all practice is unrealistic, laden with liability" statement on Slide 35. She questioned whether REMSA's paramedics and EMTs go through a decision-tree matrix, and couldn't a generalist be given the same type tool so that they might respond with the same acuity as specialized personnel? Mr. Fuentes responded that absolutely that could be done, but there would still be issues. He stated that protocol covers probably 85% of all calls. It requires 18 - 24 months to go through and effectively learn those protocols because of the jargon; and it's the calls that the protocol does not recognize that require the specialized training. It's the caller who says, no

**Action Items: (1) Provide credentials for principals of Fitch & Associates to the board members; (2) Provide data that demonstrates REMSA's response times have gotten shorter over the last ten years; (3) Provide a report on REMSA personnel mobility.**

TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
		<p>I'm not having any difficulty breathing, but the paramedic hears the wheezing and rasping on the line. The protocol says don't send the ambulance, but the specialized dispatcher realizes the need for the ambulance and dispatches medical.</p> <p>Mr. Fuentes stated that all medical calls should be sent to REMSA. In some instances dispatch is triaging at emergency rather than sending straight to REMSA.</p> <p>ECOMM should have a third party review strategy for AQ. ECOMM is Sparks backup and Sparks is ECOMM backup. The higher concentration of risk personnel in one building, the higher the risk factor.</p> <p>Councilwoman Ratti stated that it is her understanding that Mr. Fuentes is recommending external quality assurance. Is that for the whole system, or just for dispatch? Mr. Fuentes stated that anything that is medical should have external quality assurance. The external quality assurance review that REMSA has would be the third party accreditation system. Third party review is what Mr. Fuentes recommends for dispatch or medical response.</p>	
11.	<p><b>Review and Acceptance of the Monthly Public Health Fund Revenue and Expenditure Report for July 2012</b></p>	<p>Eileen Stickney, Administrative Health Services Officer, presented the Monthly Public Health Fund Revenue and Expenditure Report for July 2012 of FY13, a copy of which was placed on file for the record.</p> <p>Ms. Stickney reported there is an item she will bring back to the Board at the September meeting. The FY 12 audited financials should be completed in September or October, and Staff expects to present them to the DBOH at the October meeting.</p> <p>Ms. Stickney reported that the entries for GL account numbers 432310 and 432311, being \$98,033.67 and 78,572.00, respectively, are actually the 4<sup>th</sup> Qtr FY12 revenue from the Tire Recycling Fee. The funds were received after the Department's closeout; however, a journal entry will be utilized to properly record the revenues to FY12. GL 460513 – Other Health Services - is at 34%. These are EHS revenue recorded for test holes and advisory inspections; GL 460530 – Inspector Registration AQM - is at 96%. These are AQM wood stove inspections that are certified annually in July. Moving to Expenditures on Page 4, 705320 is Worker's Compensation and 705330 is Unemployment Compensation. They are at 8% and 100% respectively. These are the charges per FTE that County staff bills to the Health Fund. We do not have control over the timing of the charges. GL 710319 – Chemical Supplies - is at 100%. This was the purchase price for the chemicals; GL 711113 – Equipment Services - is</p>	<p><b>Action Items: (1)</b> Councilwoman Ratti requested a report on when and how the funding structure for the Health Fund changed; and (2) Councilman Gustin requested clarification on the Equipment Services line items.</p>

TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
		<p>driven by 71100 and 711117 and is at 92%. Ms. Stickney stated that she will follow up and advise the Board of the details next month. GL 711400 – Overhead General Fund - \$2,553,372.</p> <p>Ms. Stickney reported that there are two items she would like to address from the July meeting. The first is a report that was placed at your seats that reflects the history of the local contribution, revenues, and expenditures. Also, Dr. Hess had questioned the \$805,650 reflected in the financials, and Ms. Stickney gave the history of how those dollars are accounted for and that they represent the 10% reduction plan implemented by the Health Fund.</p> <p>Councilman Gustin requested clarification on 711113 and 711114 which are 437% and 358% respectively.</p>	<p>Dr. Hess moved, seconded by Councilman Gustin, that the Operations and Financial Reports for the Month of August 2012 be accepted as presented.</p> <p><b><u>MOTION CARRIED</u></b></p>
12.	<p><b>Approve the elimination of wage and benefit concessions effective July 2, 2012, and reinstitute merit increases and career incentive payments for the District Health Officer effective July 1, 2012</b></p>	<p>Laurie Griffey, Administrative Assistant I, presented a staff report recommending the elimination of wage and benefit concessions effective July 2, 2012, and reinstatement of merit increases and career incentive payments for the District Health Officer effective July 1, 2012, consistent with BCC action for its employees.</p> <p>Dr. Hess questioned Ms. Griffey about whether the funds are allocated for the Health Fund to do this, and she replied that these amounts were included in the proposed and final budget.</p> <p>Councilwoman Ratti questioned if this was simply to align Dr. Iser with the rest of the Washoe County Department heads, and Ms. Griffey replied that is the case.</p>	<p>Councilwoman Ratti Jung moved, seconded by Dr. Hess, that the Operations and Financial Reports for the Month of August 2012 be accepted as presented.</p> <p><b><u>MOTION CARRIED</u></b></p>
13.	<p>A. <u>Director – Epidemiology and Public Health Preparedness</u></p> <p>B. <u>Acting Director – Community and Clinical Health Services</u></p>	<p>Dr. Randall Todd, Director, Epidemiology and Public Health Preparedness, presented his monthly Division Director's Report, a copy of which was placed on file for the record.</p> <p>Dr. Hess questioned what happens if we have access to the large informational signs on the highway. Dr. Todd reported that we can question NDOT if that is a possibility.</p> <p>Ms. Candy Hunter, Acting Director, Community and Clinical Health Services, presented the monthly Division Director's Report, a copy of which was placed on file for the record.</p>	<p><b><u>Action Items: Dr. Todd and Mr. Dick will contact NDOT to determine how the WCHD can access those highway signs in case of need.</u></b></p>

Dr. Furman expressed reservation in the implementation of the Nexplanon implants in the CCHS Family Planning Clinics in September. Dr. Furman stated that it has been his experience that there was a great deal of dissatisfaction with the Norplant device, and he is concerned that this implant product will have similar results, and that there will be liability and unforeseen costs borne by the Health District with the implementation of the procedure. He is specifically concerned about costs for removal if the patient so desires. He questioned: (1) what is the projected cost for implantation; and (2) at what age is this method being utilized?

Ms. Hunter stated she understood Dr. Furman's concerns, and that although she didn't know the exact procedure fee, the implant itself costs \$375. As far as the age of consent for patients, she believes the contraceptive method will be similar to that for other methods which is based on legal requirements for FP and STD clinics. She defers to Stacy Hardie, Program Manager, for a detailed explanation.

Dr. Hess agrees with Dr. Furman's concerns. He questions how will we budget for removal? Commissioner Jung stated that she is in full support of this initiative as long as the patients are counseled on the risks and benefits. She believes the easier it is for a woman to control her reproductive health, the better for her and society. (Councilwoman Jung was excused from the meeting at 3:02 pm)

Ms. Hunter advised that Nexplanon is an FDA approved contraceptive method, a form of LARC – Long Acting Reproductive Contraception. LARC is viewed as a successfully approach, already implemented by many health care providers, that provides a long-term, effective method of contraception. She further advised that the FP Nurse Practitioners have undergone training and follow procedures approved by their medical consultant under contract with the Health District. She mentioned that the NP provided an inservice yesterday to HV program staff and she was able to observe the procedure in which the NP uses a device manufactured specifically for the purpose and learned that they were well-trained on the procedures.

Dr. Furman stated that he believes it has been estimated that the cost for implantation is \$1,200. He would not be surprised if the actual costs are more. 15,000 women sued the manufacturer of the Norplant device. We can expect a considerable amount of removal. We need to be prepared. Dr. Furman asked at what age will the implants be recommended for patients?

Ms. Hunter replied that the age question would be best answered by Ms. Hardie.

Dr. Furman stated that believes that it could cause liability issues for the county especially for underage patients who receive the implant without parental notification.

Chairman Smith questioned whose idea it was to implement this procedure, and Ms. Hunter replied that the FDA has approved this product for use, and it will be implemented utilizing funding through the Title X Family Planning grant.

Candy replied that she's been reviewing HV program charts this afternoon on services for teenage parents and noted that the PHNs were interested in whether Nexplanon might prevent these teen pregnancies. She pointed out that half of all pregnancies were unintended for a variety of reasons, including forgetting to take a pill.

Councilwoman Ratti stated that the question was whether it would be paid for like any other contraceptive device. If the answer is yes, then it is paid 90% through the grant and 10% match. If anything goes wrong, if anyone gets sued, everyone will be sued. Chairman Smith asked Councilwoman Ratti if that was (i.e., implantation) something the Health District should be utilizing, and Councilwoman Ratti replied that it is an FDA approved medical procedure that has pros and cons just like every other FDA approved medical procedure and drug. So unless we are going to second guess the FDA, she believes the benefits far outweigh any liability. She assumes Dr. Iser has approved the implementation of this procedure. We've all had negative medical experiences. She does not believe the Board of Health should be dictating medical processes.

Mr. Sack interjected that he believes it would be most appropriate for Ms. Hardie to report more fully on this issue at the September meeting of the DBOH.

Ms. Hunter compared Nexplanon to the new Rifapentine drug regime for treatment of latent TB infection – a routine that may ultimately have side effects that also require discontinuation. However, the regime is FDA approved and holds promise for a quicker, effective treatment over the 9 months required for INH. As is the case in FP, the medical consultants – Pulmonary Medicine Associates -provide medical orders for the PHNs to administer the drug safely.

Dr. Hess stated that he believes the new treatment option reflects a higher rate of patients who have stopped the program. He questioned the denominator rate for the program. Ms. Hunter replied that approximately 60% stayed on the treatment and she could and would provide further data.

**Action Items:** (1) Ms. Hardie will bring back a report for the DBOH to address its concerns regarding the Naproxen implant at the October meeting of the DBOH; and (2) Ms. Hunter will supply data on the new TB treatment to the DBOH.



TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
C.	<u>Director – Environmental Health Services</u>	<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>Dr. Furman asked Mr. Sack to report on West Nile Virus. Mr. Sack stated that we have no evidence from our surveillance that we have any issue in our area. Historically, it has appeared in our area in mid-August.</p> <p>Councilman Gustin asked Mr. Sack to report the number of visits to WashoeEats.com. Mr. Sack reported that we do track that information, and we will bring that number to you next month.</p>	<b>Action Items:</b> Report on the number of visits to WashoeEats.com.
D.	<u>Director – Air Quality Management</u>	<p>Mr. Kevin Dick, Director, Air Quality Management, presented his monthly Division Director's Report, a copy of which was placed on file for the record.</p> <p>Mr. Dick reported that the thick smoke we are experiencing still places us in the moderate AQI range. Northern Washoe County is being the most dramatically impacted. So far this month, we have not exceeded the range of unhealthy for sensitive groups. AQI is based on 24 hour exposure.</p>	
E.	<u>Administrative Health Services Officer</u>	There was no Administrative Health Services Officer's Report for this month.	
F.	<u>District Health Officer</u>	Mr. Sack, Acting District Health Officer, presented the monthly District Health Officer Report, a copy of which was placed on file for the record.	
14.	<b>Board Comment</b>	Councilwoman Ratti requested an electronic copy of Mr. Fuentes' presentation, and that at some point in the future Mr. Fuentes return for additional question and answer. Councilwoman Ratti questioned the deadline for agenda items, and was told the deadline is two weeks prior to the meeting date is the deadline.	<b>Action Item:</b> Provide electronic version of the Fitch presentation to the Board Members.
15.	<b>Public Comment</b>	No public comment was presented.	

TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
16.	Motion to Adjourn	There being no further business to come before the Board, the meeting was adjourned.	<p>Dr. Hess moved, seconded by Councilwoman Ratti, that the meeting be adjourned.</p> <p><b><u>MOTION CARRIED</u></b> The meeting was adjourned at 3:22 p.m.</p>

*Joseph P. Iser*  
 JOSEPH P. ISER, MD, DrPH, MSc  
 DISTRICT HEALTH OFFICER

*Peggy F. O'Neill*  
 PEGGY F. O'NEILL  
 RECORDING SECRETARY



# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



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

DATE: September 27, 2012

TO: District Board of Health

FROM: Kevin Dick, Director, Air Quality Management

SUBJECT: Lakeridge Cleaners – Case No. 1094  
Unappealed Citation No. 5258  
Agenda Item: **8.A.1.a.**

### Recommendation

Air Quality Management Division Staff recommends that Citation No. 5258 be upheld and a fine of \$1,500 be levied against Lakeridge Cleaners for failure to maintain an air quality permit to operate. Operating without a permit constitutes a major violation of the District Board of Health Regulations Governing Air Quality Management, specifically Section 030.000, Source Permitting and Operation. This is a negotiated settlement.

Recommended Fine: \$5,000.00

Negotiated Fine: \$1,500.00

### Background

On July 25, 2012, Air Quality Specialist II Suzanne Dugger performed an annual source inspection at Lakeridge Cleaners II located at 4786 Caughlin Parkway #307 in Reno, Nevada. During the inspection, Mr. Jim Buchanan, owner/operator of Lakeridge Cleaners II, informed AQ Specialist Dugger the facility was no longer operating as a dry cleaning facility. Mr. Buchanan indicated all dry cleaning was now being performed at his other Lakeridge Cleaners facility located at 6135 Lakeside Drive, Reno, Nevada. At Mr. Buchanan's request, AQ Specialist Dugger completed the inspection form acknowledging the Air Quality Permit to Operate No. J01288A was to be cancelled and all required MACT paperwork was collected.

On August 23, 2012, Air Quality Permitting Staff reviewed the annual source inspection form for Lakeridge Cleaners II and closed the permit as directed by Mr. Buchanan. Upon review of the source file for the Lakeridge Cleaners facility located at 6135 Lakeside Drive, the Permitting Staff found Permit to Operate No. A01247A had been previously cancelled as a result of the annual source inspection completed in December of 2011. Information collected during the 2011 inspection indicated all dry cleaning operations had been moved to the Lakeridge Cleaners II facility located at 4786 Caughlin Parkway #307. Subsequently the determination was made that the Lakeside Drive dry cleaning facility had been operating without a valid Air Quality permit to operate for approximately 10 months.

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DBOH AGENDA ITEM NO. 8.A.1.a.

September 27, 2012  
DBOH/Lakeridge Cleaners/Case 1094  
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Based on the fact that the permit to operate for the 6135 Lakeside Drive facility was cancelled in December of 2011, AQ Specialist Dugger issued Notice of Violation Citation No. 5258 for operating without a permit which is a major violation of Section 030.000. An appeal form was provided with the Notice of Violation Citation.

### **Settlement**

On September 5, 2012, Senior AQ Specialist Dennis Cerfoglio conducted a negotiated settlement meeting attended by AQ Specialist Suzanne Dugger, AQ Specialist Lauri Mendoza of the Permitting Staff, and Mr. Jim Buchanan, owner/operator of Lakeridge Cleaners. After consideration of all the facts presented in the case, Senior AQ Specialist Cerfoglio proposed that Citation No. 5258 be settled with a fine amount of \$1,500. Mr. Buchanan agreed to the conditions of the negotiated settlement and a Memorandum of Understanding was signed by all parties. A complete application for an authority to construct/permit to operate for the Lakeridge Cleaners located at 6135 Lakeside Drive #107 was received on August 24, 2012.

### **Alternatives**

1. The District Board of Health may determine that no violation of the Regulations has taken place and dismiss Citation No. 5258.
2. The Board may determine to uphold Citation No. 5258 but 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 Lakeridge Cleaners may be properly noticed.

  
\_\_\_\_\_  
Kevin Dick, Division Director  
Air Quality Management

KD/DC: ma



WASHOE COUNTY HEALTH DISTRICT  
 AIR QUALITY MANAGEMENT DIVISION  
 1001 EAST NINTH ST. • SUITE B171 • RENO NV 89512  
 (775) 784-7200



**NOTICE OF VIOLATION**

NOV 5258

DATE ISSUED: 8-24-2012

ISSUED TO: LAKE RIDGE CLEANERS PHONE #: 826-9777

MAILING ADDRESS: 6135 LAKESIDE DR. #107 CITY/ST: RENO ZIP: 89501

NAME/OPERATOR: JIM BUCHANAN, OWNER PHONE #: SAME

PERMIT NO. EXPIRED (A01247A) COMPLAINT NO. CMP12-0146

YOU ARE HEREBY OFFICIALLY NOTIFIED THAT ON 8-24-2012 (DATE) AT 9:00 A.M. (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 type="checkbox"/> MAJOR VIOLATION OF SECTION:             |
| <input type="checkbox"/> 040.030 DUST CONTROL        | <input checked="" type="checkbox"/> 030.000 OPERATING W/O PERMIT |
| <input type="checkbox"/> 040.055 ODOR/NUISANCE       | <input 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 MAINTAIN OPERATING PERMIT

LOCATION OF VIOLATION: 6135 LAKESIDE DRIVE RENO NV 89511

POINT OF OBSERVATION: FILE REVIEW / ANNUAL INSPECTION

Weather: CLEAR Wind Direction From: N E S W

Emissions Observed: NA  
 (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 8-24-2012 (date) you are in violation of the section(s) cited above. You are hereby ordered to abate the above violation within 5 DAYS 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: [Signature] Date: 8-24-2012

Issued by: [Signature] Title: AQS II

PETITION FOR APPEAL FORM PROVIDED

COMPLAINT INVESTIGATION REPORT  
Washoe County Air Quality Management Division

Complaint Number: **CMP12-0146**

Complaint Status: NOV

Source of Complaint: INVESTIGATOR

Complaint Type: PERMIT

Date Received: 08/24/2012

Time: 9:00:00 AM

Inspector: SDUGGER

Inspector Area: 3

Complaint Description: NOV CITATION 5258 CASE 1094 - FAILURE TO MAINTAIN PERMIT TO OPERATE- MAJOR VIOLATION OF SECTION 030.000 "OPERATING W/O A PER

Address: 6135 LAKESIDE DR RENO

Location: LAKESIDE CLEANERS, JIM BUCHANAN (OWNER)

Parcel Number: 04222226

Related Permit Number: A01247A

Complainant:

AIR QUALITY MANAGEMENT  
SUZANNE DUGGER, AQ SPECIALIST  
1001 E 9TH ST STE B171  
RENO NV 89512  
775-784-7217

Responsible Party:

LAKERIDGE CLEANERS  
JIM BUCHANAN, OWNER  
6135 LAKESIDE DR #107  
RENO NV 89511  
775-826-9777

Investigation:

On July 25, 2012, Washoe County Health District, Air Quality Management Division Air (WCAQMD) Quality Specialist II (AQS) Suzanne Dugger performed an annual source inspection at Lakeridge Cleaners II, located 4786 Caughlin Parkway #307. During the inspection AQS Dugger was informed by Mr. Jim Buchanan, owner/operator of Lakeridge Cleaners II, that this facility was no longer operating as a dry cleaning facility and that all drying cleaning was now being performed at Mr. Buchanan's other location, Lakeridge Cleaners, at 6135 Lakeside Drive, Reno, Nevada. Based on this information AQS Dugger documented that Air Quality Permit #J01288A was to be cancelled and all required MACT paperwork was collected.

On August 23, 2012 (WCAQMD), reviewed annual source inspection for Lakeridge Cleaners II located at 4786 Caughlin Parkway # 307 in Reno, Nevada. During this review process it was confirmed that Lakeridge Cleaners #2 was no longer operating and therefore the permit to operate #J01288 was to be cancelled. Further review by AQMD staff determined that the permit to operate #A01247A for dry cleaning equipment located at the above mentioned Lakeridge Cleaners located at 6135 Lakeside Drive had been previously cancelled by Mr. Buchanan in December of 2011, and therefore was operating without a valid operating permit.

Based on operating of dry cleaning equipment without a valid permit AQS Dugger issued #5258 for violation of 030.000, Operating without Permit. An appeal form was given with NOV. #5258.

No further action at this time.

Enforcement Activities

Warning Citation...:  
NOV.....: 08/24/2012

Citation Number: 0  
NOV Number....: 5258  
Case Number.....: 1094  
Amount.....: \$0.00

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

Amount.....: \$0.00

Status Information

Initialized By.....: MAMES  
Date Assigned.....: 08/24/2012

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



# DISTRICT HEALTH DEPARTMENT AIR QUALITY MANAGEMENT DIVISION

## MEMORANDUM OF UNDERSTANDING

WASHOE COUNTY HEALTH DISTRICT  
AIR QUALITY MANAGEMENT DIVISION

Date: September 5, 2012  
Company Name: Lakeridge Cleaners  
Address: 6135 Lakeside Drive  
Notice of Violation No.: 5258 Case No.: 1094

The staff of the Air Quality Management Division of the Washoe County District Health Department issued the above referenced citation for the violation of Regulation: 030.000 Operating without a permit

A settlement of this matter has been negotiated between the undersigned parties resulting in a penalty amount of \$ 1,500<sup>00</sup>. This settlement will be submitted to the District Board of Health for review at the regularly scheduled meeting on Sept. 27, 2012.

James O Buchanan  
Signature of Company Representative

James O Buchanan  
Print Name

Owner  
Title

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Witness

Dennis A. Cerfoglio  
Signature of District Representative

DENNIS A. CERFOGLIO  
Print Name

SR. AIR QUALITY SPEC.  
Title

Suzanne Dugger  
Witness

SUZANNE DUGGER  
Witness



# RECOMMENDED FINE WORKSHEET

DATE: 8-24-2012 CASE NO.: 1094 NOV NO.: 5258

COMPANY NAME: LAKERIDGE CLEANERS

CONTACT NAME: JIM BUCHANAN, Owner/Operator

VIOLATION OF SECTION(S): 030.000 OPERATING W/O A PERMIT (MAJOR / MINOR)

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

YES HAZARDOUS AIR POLLUTANT YES / NO HAPS TYPE OF AIR CONTAMINANT (CO, NOX, SOX, PM, VOC'S, HAP'S)  
NO LEGALLY PERMITTED SOURCE YES / NO YES PUBLIC HEALTH EXPOSURE YES / NO  
8 MONTHS NUMBER OF DAYS IN VIOLATION YES / NO NO PUBLIC COMPLAINTS YES / NO

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

Operating without a valid operating permit

2. **ECONOMIC BENEFIT COMPONENT:** (OPTIONAL): MINOR MODERATE MAJOR  
ESTIMATED COST \$ 525.00

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

Cost for Air Quality Permit to Operate (< 100 tons/yr).

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

Issued NOV Citation No. 5258 on August 24, 2012. The operator completed the new permit application and issued a check while the AQ Specialist was on site.

## 4. ADDITIONAL COMMENTS:

Due to moving operations between two locations, the owner inadvertently cancelled the permit without realizing the need to maintain a permit. The oversight was on behalf of the owner.

RECOMMENDED FINE: \$5,000

  
AQ SPECIALIST'S SIGNATURE

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

AIR QUALITY MANAGEMENT  
PERMIT TO OPERATE 401247A  
ISSUED TO LAKERIDGE CLEANERS  
LOCATED AT 6135 LAKESIDE DRIVE #107, RENO NV



# PERMIT TO OPERATE

An Air Pollution Emission Source

No. A01247A

Issued By Air Quality Management Division, Washoe County Health District

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

ISSUED TO: LAKERIDGE CLEANERS      Gen Air - Dry Cleaning

ADDRESS: 6135 LAKESIDE DRIVE #107, RENO NV, 89509

LOCATION: 6135 LAKESIDE DRIVE #107, RENO, NV 8950

EQUIPMENT COVERED UNDER THIS PERMIT    REAL STAR DRY CLEANING MACHINE, MODEL #RS-373 ECO, SERIAL #0418644

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

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

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

**ADDITIONAL CONDITIONS:**

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

*Mary A. Anderson*

CONTROL OFFICER

12/31/2011  
EXPIRATION DATE

\$157.00  
ANNUAL RENEWAL FEE

A01247A  
PERMIT NO.

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

**AIR QUALITY MANAGEMENT  
STATIONARY SOURCE INSPECTION FORM  
FOR LAKERIDGE CLEANERS**



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

Renewal Date: 12-31-2011
Business Name: LAKERIDGE CLEANERS
Address: 6135 LAKESIDE DRIVE #107
Phone Number: (775) 826-9777
Contact Person:
Emergency Phone:

[A] Permit: A01247A
[B] Permit:
[C] Permit:

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

Process/Equipment Description Model Quantity Heat Input
[A] DRY CLEANING MACHINE REAL STAR 1
Pollution Control Equipment DRY TO DRY Affixed/Operating Y N Operation/Maint Logs Y N
Temp/Pressure Opacity Waste/Solvent Stored Properly Y N Housekeeping - Good Adequate Poor
Comments: PICK UP ONLY

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

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

Comments: NO LONGER DOING DRY CLEANING AT THIS ADDRESS

Moved To - 4786 CAUGHLEN PARKWAY

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

INVESTIGATOR: DATE:
RESPONSIBLE PARTY: TITLE:



# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



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

DATE: September 27, 2012

TO: District Board of Health

FROM: Kevin Dick, Director, Air Quality Management

SUBJECT: MDK LLC/Western Environmental Testing Laboratory – Case No. 1093  
Unappealed Citation No. 5304  
Agenda Item: **8.A.1.b.**

### Recommendation

Air Quality Management Division Staff recommends that Citation No. 5304 be upheld and a fine of \$2,500 be levied against MDK LLC/Western Environmental Testing Laboratory for a violation of Permit to Operate No. K01338A, Condition C, Modification of Equipment, and Condition 2, Required Approval for the Use of Alternate Materials. The Notice of Violation Citation resulted from the installation of a new organic laboratory without submitting an application for an authority to construct. The failure to submit an application for an Authority to Construct/Modify a Permit to Operate 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: \$5,000.00

Negotiated Fine: \$2,500.00

### Background

On August 22, 2012, AQ Specialist Michael Osborn entered MDK/Western Environmental Testing Laboratory (WET) for the purpose of conducting the annual inspection required for the renewal of Permit to Operate No. K01338A. The equipment covered under this permit includes an analytical lab with seven fume hoods and three exhaust fans. During the inspection with Mr. Andy Smith, Chemist/QA Manager, it was noted by AQ Specialist Osborn that a new laboratory had been constructed at the west end of the building. At that point, AQ Specialist Osborn recalled that during the previous inspection, conducted on August 29, 2011, he had discussed with Mr. Smith the procedure for submitting an application for an authority to construct prior to the installation of any new lab equipment.

When AQ Specialist Osborn inquired as to whether or not the application for the authority to construct had been filed, Mr. Smith stated that "he wasn't sure". After a review of the source file and confirmation from the Permitting Staff, AQ Specialist Osborn informed Mr. Smith that there was no record of an application being submitted for the new organic lab facility. Based on the results of the inspection and file review, AQ Specialist Osborn issued Notice of Violation Citation No. 5304 for the installation of an organic laboratory facility without an authority to construct which is a major violation of Section 030.2175. Mr. Smith was presented with an appeal form.

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DBOH AGENDA ITEM NO. 8.A.1.b.

September 27, 2012

DHBO/MDK-Western Environmental Testing Laboratory/Case No. 1093

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### **Settlement**

On August 30, 2012, Senior AQ Specialist Dennis Cerfoglio conducted a settlement meeting attended by AQ Specialist Michael Osborn and Mr. Nick Ross, Operations Manager for MDK LLC/Western Environmental Testing Laboratory. After consideration of all the facts presented in the case, Senior AQ Specialist Cerfoglio proposed that Citation No. 5304 be upheld with a fine of \$2,500. Mr. Smith agreed to the conditions of the negotiated settlement and a Memorandum of Understanding was signed by all parties. Immediately after the settlement meeting, Mr. Ross did submit a complete application for an authority to construct for the new organic laboratory.

### **Alternatives**

1. The District Board of Health may determine that no violation of the Regulations has taken place and dismiss Citation No. 5304.
2. The Board may determine to uphold Citation No. 5304 but 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 MDK LLC/Western Environmental Testing Laboratory may be properly noticed.



Kevin Dick, Division Director  
Air Quality Management Division

KD/DC: ma



WASHOE COUNTY HEALTH DISTRICT  
 AIR QUALITY MANAGEMENT DIVISION  
 1001 EAST NINTH ST. • SUITE B171 • RENO NV 89512  
 (775) 784-7200



**NOTICE OF VIOLATION**

NOV 5304

DATE ISSUED: 08/22/12

ISSUED TO: MDK LLC WESTERN ENV. TESTING PHONE #: 775-355-0202

MAILING ADDRESS: 475 E. Hwy. #119 CITY/ST: SPARKS ZIP: 89431

NAME/OPERATOR: ANDY SMITH PHONE #: SAME

PERMIT NO. K01338A COMPLAINT NO. CMP12-0145

YOU ARE HEREBY OFFICIALLY NOTIFIED THAT ON 8/12/2012 (DATE) AT 1051 (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: Violation of Permit Condition C and Z of PTO # K01338A. Addition of E Lobe and chemical use - use of Methyl, lead, choline & Acetone.

LOCATION OF VIOLATION: on site 475 E Hwy #119

POINT OF OBSERVATION: walk through of Permit Renewal

Weather: WCA Wind Direction From: N E S W

Emissions Observed: None  
 (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 8/22/12 (date) you are in violation of the section(s) cited above. You are hereby ordered to abate the above violation within 0 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: [Signature] Date: 8/22/2012

Issued by: [Signature] Title: \_\_\_\_\_

PETITION FOR APPEAL FORM PROVIDED



COMPLAINT INVESTIGATION REPORT  
Washoe County Air Quality Management Division

Complaint Number: **CMP12-0145**

Complaint Status: NOV

Source of Complaint: INVESTIGATOR

Complaint Type: PERMIT

Date Received: 08/22/2012

Time: 10:51 A.M.

Inspector: MOSBORN

Inspector Area: 4

Complaint Description: NOV CITATION 5304 - CASE 1093 - VIOLATION OF PERMIT CONDITION 030.2175

Address: 475 E GREG ST SPKS

Location: #119

Parcel Number: 03446001

Related Permit Number: K01338A

Complainant:

AIR QUALITY MANAGEMENT  
MIKE OSBORN, AQ SPECIALIST  
1001 E 9TH ST STE B171  
RENO NV 89512  
775-784-7231

Responsible Party:

MDK LLC/WESTERN ENV TESTING LAB  
NICK ROSS, OPERATIONS MANAGER  
475 E GREG ST STE 119  
SPARKS NV 89431  
775-355-0202

Investigation:

On August 22, 2012 at approximately 10 a.m. Specialist Osborn entered 475 E. Greg St. #119 for the purpose of a permit to operate renewal inspection. After identifying myself to personnel inside of MDK LLC Western Env. Testing Lab this Specialist met with Andy Smith an employee of the business located at this address. Specialist Osborn explained the purpose of his visit and the permit renewal inspection commenced.

HISTORY:

W.E.T. Labs has been a permitted source in Washoe County since 1991. Operating as an inorganic environmental testing lab on both liquid and soil samples. Lab ownership has changed several times along with the name of the Testing Laboratory.

On August 29, 2011, Specialist Osborn conducted a permit renewal inspection on W.E.T. Labs premises with Andy Smith a chemist/QA Manager, employed with the laboratory. Discussion was had with constructing a new laboratory on the west side of laboratory. This would be an "organics Lab". It was discussed that there may also be the need to cut a hole in the roof for a new exhaust fan/motor to be used by the west organics lab. Mr. Smith was advised of the proper procedure and paperwork to submit reference this lab/fume hood(s) and exhaust fan if implemented. An authority to construct was supplied to Mr. Smith at that time from Specialist Osborn's vehicle.

FACTS:

On August 22, 2012, Specialist Osborn entered W.E.T. Labs for the purpose of a permit renewal inspection on Permit to operate #K01338A. This permit includes an analytical lab with 7 fume hoods and 3 exhaust fans.

After identifying himself and the reason for his visit, Specialist Osborn met with Andy Smith, Chemist/QA Manager for the walk through of the building. Towards the west end of the building the new laboratory was observed to have been constructed. Inside this lab was observed two pieces of ICP equipment located directly under two small fume hoods to remove the heat from the room and equipment. Located at the end of the small lab was observed a chemical fume hood with another chemist working at his station. Specialist Osborn initiated conversation with the gentleman on which chemicals he used in his everyday functions at the hood. It was learned that he uses approximately 56 gallons of methylene chloride (Dichloromethane) and approximately 50 gallons of acetone a year, estimated. It is believed that this lab conducts tests for impurities in soils and fuels (diesels).

At this point Osborn asked Mr. Smith whether or not he had submitted the authority to construct for new equipment as we had discussed a year ago. He stated that he was sure they did but he couldn't verify this. Mr. Smith further stated that their contractor "Vern" should have done so. Mr. Smith was informed that there was no indication of his doing so in the permit file.

Mr. Smith was issued NOV Citation # 5304 for a major violation of 030.2175. Violation of a permit conditions (C) modifications of equipment and #2 (Change of materials to operate and submittal of MSDS sheets) under permit to operate K01338A. Mr Smith was further presented with an appeal form and web address of the Washoe County Air Quality Management Division.

A copy of MSDS for both the acetone and methylenechloride was placed in W.E.T. Labs file for notification purposes.

PRIOR NOV's: None noted.

Enforcement Activities

Warning Citation..:	Citation Number: 5304
NOV.....: 08/22/2012	NOV Number.....: 0
	Case Number.....: 1093
Settlement.....: 08/30/2012	Amount.....: \$2,500.00
Appealed.....:	
Upheld.....:	Amount.....: \$0.00

Status Information

Initialized By.....: TBURTON	Completed Date....:
Date Assigned.....: 08/22/2012	Completed By.....:



# DISTRICT HEALTH DEPARTMENT AIR QUALITY MANAGEMENT DIVISION

## MEMORANDUM OF UNDERSTANDING

WASHOE COUNTY HEALTH DISTRICT  
AIR QUALITY MANAGEMENT DIVISION

Date: August 30, 2012  
Company Name: MMK LLC WESTERN ENV. TESTING  
Address: 475 E. Main St. #119  
Notice of Violation No.: 5304 Case No.: 1093

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 Operating w/o permit on new lab addition - no authority to construct

A settlement of this matter has been negotiated between the undersigned parties resulting in a penalty amount of \$ 2,500<sup>00</sup>. This settlement will be submitted to the District Board of Health for review at the regularly scheduled meeting on Sept. 27, 2012.

[Signature]  
Signature of Company Representative

Nick Ross  
Print Name  
Operations Manager  
Title

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Witness

[Signature]  
Signature of District Representative

DENNIS A. CERFOGLIO  
Print Name  
SR. AIR QUALITY SPEC.  
Title

[Signature] OSBORN  
Witness

\_\_\_\_\_  
Witness

**AIR QUALITY MANAGEMENT  
PERMIT TO OPERATE *K01338A*  
ISSUED TO MDK LLC/WESTERN ENVIRONMENTAL TESTING LABORATORY**



# PERMIT TO OPERATE

An Air Pollution Emission Source

No. K01338A

Issued By Air Quality Management Division, Washoe County Health District

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

ISSUED TO: MDK LLC/WESTERN ENVIRONMENTAL TESTING LABORATORY Gen Air - Miscellaneous

ADDRESS: 475 E GREG ST #119, SPARKS NV, 89431

LOCATION: 475 E. GREG ST. #119, SPARKS NV 89431

EQUIPMENT COVERED UNDER THIS PERMIT Analytical Lab -- Total of 7 fume hoods with 3 exhaust fans

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

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

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

**ADDITIONAL CONDITIONS:**

- 1: The annual throughput/consumption figures must be submitted in writing to the A.Q.M.D. no later than the 20th of the month, approximately 6 weeks prior to the expiration date of the permit.
- 2: Any change in material(s) used in this Permit To Operate must be approved by the Air Quality Management Division (AQMD). To receive approval the operator must notify the AQMD of the proposed change and submit the appropriate MSDS sheet(s).
- 3: All equipment must be maintained and operated in accordance with the manufacturer's guidelines to reduce the risk of excess emissions.
- 4: The operator will not discharge or cause the discharge of odorous emissions which result in confirmed violations of District Regulations Governing Air Quality Management, specifically Section 040.055. Upon confirmation of a violation of the odor regulation, the operator must submit a plan to reduce the odorous emissions within 30 days of Notice by the Control Officer.

*Joseph P. Iser MD, DrPH, MS*

CONTROL OFFICER

10/31/2012

EXPIRATION DATE

\$80.00

ANNUAL RENEWAL FEE

K01338A

PERMIT NO.

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

# RECOMMENDED FINE WORKSHEET

DATE: 8-22-2012 CASE NO.: 1093 NOV NO.: 5304

COMPANY NAME: MDK LLC/WESTERN ENVIRONMENTAL TESTING LAB

CONTACT NAME: NICK ROSS, Operations Manager

(MAJOR / MINOR)

VIOLATION OF SECTION(S): 030.2175 VIOLATION OF PERMIT CONDITIONS (C) MODIFICATION OF EQUIPMENT; AND (2) REQUIRED APPROVAL FOR THE USE OF ALTERNATE MATERIALS

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

YES HAZARDOUS AIR POLLUTANT      YES / NO

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

NO LEGALLY PERMITTED SOURCE      YES / NO

YES PUBLIC HEALTH EXPOSURE      YES / NO

30 DAYS NUMBER OF DAYS IN VIOLATION      YES / NO

NO PUBLIC COMPLAINTS      YES / NO

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

Installation of new lab, fume hood and exhaust. Also use of Dichloromethane and acetone chemicals without proper notification. Dichloromethane is a HAPS (hazardous air pollutants) and Acetone is listed on emissions inventory.

2. **ECONOMIC BENEFIT COMPONENT:** (OPTIONAL):      MINOR      MODERATE      MAJOR

ESTIMATED COST      \$ 525.00

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

Cost for Air Quality Permit to Operate (< 100 tons/yr).

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

Cooperation was good. Problem of adding to the permit with A/C is somewhere between management and the construction contractor.

4. **ADDITIONAL COMMENTS:**

RECOMMENDED FINE: \$5,000

  
AQ SPECIALIST'S SIGNATURE

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



**AIR QUALITY MANAGEMENT  
STATIONARY SOURCE INSPECTION FORMS  
DATED 8-29-2011 AND 8-22-2012**





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

Renewal Date: 10/31/2011
Business Name: MDK LLC/Western Enviro. Testing Laboratory
Address: 475 E 9869 ST, Sparks, NV
Phone Number: 355-0202
Contact Person: Andy Smith
Emergency Phone:
[A] Permit: K01338A
[B] Permit:
[C] Permit:
Conditions of Operation:
A. Alterations (Y)
B. Posting (Y)
C. Modifications (Y)
D. Records (Y)
E. Upset Notification (Y)
F. Access (Y)

Process/Equipment Description: [A] Analytical Lab
Model:
Quantity:
Heat Input:
Pollution Control Equipment: EXT. EXHAUSTED
Affixed/Operating: (Y)
Operation/Maint Logs: (Y)
Temp/Pressure: T
Opacity: None
Waste/Solvent Stored Properly: (Y)
Housekeeping: (Good) Adequate
Comments: 7 Fume Hoods with 3 Exhaust Fans

Process/Equipment Description: [B] New Installations on A/C to be submitted
Model:
Quantity:
Heat Input:
Pollution Control Equipment:
Affixed/Operating: Y N
Operation/Maint Logs: Y N
Temp/Pressure:
Opacity:
Waste/Solvent Stored Properly: Y N
Housekeeping - Good Adequate
Comments:

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

Comments: 11 East Organics
1 new (small lab) with room exhausts going in (2)
new IET instruments added to existing 3 exhaust fans. A
new "West Organics" will be constructed and completed w/ future
exhaust on roof. New A/C to construct to be submitted with
through-put.
In compliance

\* (NOTE) THROUGHPUT CONSUMPTION MUST BE REPORTED BY THE 20TH OF THE MONTH, TWO MONTHS PRIOR TO 10-20-11
PERMIT EXPIRATION TO AVOID CITATIONS. INFORMATION PROVIDED WILL BE USED TO CALCULATE THE PERMIT
TO OPERATE FEE. ACCURATE RECORDS MUST BE KEPT TO VERIFY GIVEN INFORMATION, IF REQUESTED.
INVESTIGATOR: M.R. OSBORN, A & S II DATE: 8/29/2011
RESPONSIBLE PARTY: A Smith TITLE: QA Manager



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

HEALTH DISTRICT

Renewal Date: 10/31/2012
Business Name: MOK US/Western Env. Testing Lab
Address: 475 E. Hwy St., Spr., NV
Phone Number: 355-0202
Contact Person: Andy Smith
Emergency Phone:
[A] Permit: K01338A
[B] Permit:
[C] Permit:
Conditions of Operation:
A. Alterations (N)
B. Posting (N)
C. Modifications (N)
D. Records (N)
E. Upset Notification (N)
F. Access (N)

Process/Equipment Description: [A] Analytical Lab
Model:
Quantity:
Heat Input:
Pollution Control Equipment: EXT. Exhaust
Affixed/Operating: (X) N
Operation/Maint Logs: (X) N
Temp/Pressure: -
Opacity: none
Waste/Solvent Stored Properly: (X) N
Housekeeping - Good Adequate Poor: (X) N
Comments: 7 fume hoods w/ 3 exhaust fans

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

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

Comments: Construction of 2 new organic labs 1 East lab with 2 small hoods vented through exist ceiling roof exhausts no HAPS/ Volatiles pulled out (heat only) 1 West organic lab with one fume hood for Methyl low chloride/ Acetone MCA used is approx. 212 liters per year and 10 liters of Acetone per month. WAD # 5304 Permit Violation Control # 2

\* (NOTE) THROUGHPUT CONSUMPTION MUST BE REPORTED BY THE 20TH OF THE MONTH, TWO MONTHS PRIOR TO PERMIT EXPIRATION TO AVOID CITATIONS. INFORMATION PROVIDED WILL BE USED TO CALCULATE THE PERMIT TO OPERATE FEE. ACCURATE RECORDS MUST BE KEPT TO VERIFY GIVEN INFORMATION, IF REQUESTED.
INVESTIGATOR: M. R. Osborn ASST DATE: 11/22/2012
RESPONSIBLE PARTY: [Signature] TITLE: QA Manager

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

**MSDS (MATERIAL SAFETY DATA SHEET) SHEETS  
PROVIDED BY MDK LLC/WESTERN ENVIRONMENTAL TESTING LABORATORY**

## Material Safety Data Sheet

Version 5.0  
Revision Date 04/21/2012  
Print Date 08/22/2012

### 1. PRODUCT AND COMPANY IDENTIFICATION

Product name : Dichloromethane *Methylene chloride*  
Product Number : 443484  
Brand : Sigma-Aldrich  
Supplier : Sigma-Aldrich  
3050 Spruce Street  
SAINT LOUIS MO 63103  
USA  
Telephone : +1 800-325-5832  
Fax : +1 800-325-5052  
Emergency Phone # (For both supplier and manufacturer) : (314) 776-6555  
Preparation Information : Sigma-Aldrich Corporation  
Product Safety - Americas Region  
1-800-521-8956

### 2. HAZARDS IDENTIFICATION

#### Emergency Overview

##### OSHA Hazards

Carcinogen, Target Organ Effect, Harmful by ingestion., Irritant

##### Target Organs

Liver, pancreas, Blood, Central nervous system, Heart, Kidney

##### GHS Classification

Acute toxicity, Oral (Category 4)  
Skin irritation (Category 2)  
Eye irritation (Category 2B)  
Carcinogenicity (Category 2)

##### GHS Label elements, including precautionary statements

Pictogram



Signal word

Warning

Hazard statement(s)

H302 Harmful if swallowed.  
H315 + H320 Causes skin and eye irritation.  
H351 Suspected of causing cancer.

Precautionary statement(s)

P281 Use personal protective equipment as required.  
P305 + P351 + P338 IF IN EYES: Rinse cautiously with water for several minutes. Remove contact lenses, if present and easy to do. Continue rinsing.

##### HMIS Classification

Health hazard: 2  
Chronic Health Hazard: \*  
Flammability: 0  
Physical hazards: 0

**NFPA Rating**

Health hazard: 2  
 Fire: 0  
 Reactivity Hazard: 0

**Potential Health Effects**

**Inhalation** May be harmful if inhaled. Causes respiratory tract irritation.  
**Skin** Harmful if absorbed through skin. Causes skin irritation.  
**Eyes** Causes eye irritation.  
**Ingestion** Harmful if swallowed.

**3. COMPOSITION/INFORMATION ON INGREDIENTS**

Synonyms : Methylene chloride

Formula : CH<sub>2</sub>Cl<sub>2</sub>

Molecular Weight : 84.93 g/mol

Component		Concentration
<b>Methylene chloride</b>		
CAS-No.	75-09-2	-
EC-No.	200-838-9	
Index-No.	602-004-00-3	

**4. FIRST AID MEASURES****General advice**

Consult a physician. Show this safety data sheet to the doctor in attendance. Move out of dangerous area.

**If inhaled**

If breathed in, move person into fresh air. If not breathing, give artificial respiration. Consult a physician.

**In case of skin contact**

Wash off with soap and plenty of water. Consult a physician.

**In case of eye contact**

Rinse thoroughly with plenty of water for at least 15 minutes and consult a physician.

**If swallowed**

Never give anything by mouth to an unconscious person. Rinse mouth with water. Consult a physician.

**5. FIREFIGHTING MEASURES****Conditions of flammability**

Not flammable or combustible.

**Suitable extinguishing media**

Use water spray, alcohol-resistant foam, dry chemical or carbon dioxide.

**Special protective equipment for firefighters**

Wear self contained breathing apparatus for fire fighting if necessary.

**Hazardous combustion products**

Hazardous decomposition products formed under fire conditions. - Carbon oxides, Hydrogen chloride gas

**6. ACCIDENTAL RELEASE MEASURES****Personal precautions**

Use personal protective equipment. Avoid breathing vapors, mist or gas. Ensure adequate ventilation. Evacuate personnel to safe areas.

**Environmental precautions**

Prevent further leakage or spillage if safe to do so. Do not let product enter drains.

**Methods and materials for containment and cleaning up**

Soak up with inert absorbent material and dispose of as hazardous waste. Keep in suitable, closed containers for disposal.

**7. HANDLING AND STORAGE****Precautions for safe handling**

Avoid contact with skin and eyes. Avoid inhalation of vapour or mist.

**Conditions for safe storage**

Keep container tightly closed in a dry and well-ventilated place. Containers which are opened must be carefully resealed and kept upright to prevent leakage.

Heat sensitive. Store under inert gas.

**8. EXPOSURE CONTROLS/PERSONAL PROTECTION****Components with workplace control parameters**

Components	CAS-No.	Value	Control parameters	Basis
Remarks	Potential Occupational Carcinogen See Appendix A			
Methylene chloride	75-09-2	TWA	50 ppm	USA. ACGIH Threshold Limit Values (TLV)
	Central Nervous System impairment Carboxyhemoglobinemia Substances for which there is a Biological Exposure Index or Indices (see BEI® section) Confirmed animal carcinogen with unknown relevance to humans			
	Substance listed; for more information see OSHA document 1910.1052			
	See 1910.1052			

**Personal protective equipment****Respiratory protection**

Where risk assessment shows air-purifying respirators are appropriate use a full-face respirator with multi-purpose combination (US) or type AXBEK (EN 14387) respirator cartridges as a backup to engineering controls. If the respirator is the sole means of protection, use a full-face supplied air respirator. Use respirators and components tested and approved under appropriate government standards such as NIOSH (US) or CEN (EU).

**Hand protection**

Handle with gloves. Gloves must be inspected prior to use. Use proper glove removal technique (without touching glove's outer surface) to avoid skin contact with this product. Dispose of contaminated gloves after use in accordance with applicable laws and good laboratory practices. Wash and dry hands.

**Eye protection**

Face shield and safety glasses Use equipment for eye protection tested and approved under appropriate government standards such as NIOSH (US) or EN 166(EU).

**Skin and body protection**

Complete suit protecting against chemicals, The type of protective equipment must be selected according to the concentration and amount of the dangerous substance at the specific workplace.

**Hygiene measures**

Handle in accordance with good industrial hygiene and safety practice. Wash hands before breaks and at the end of workday.

**9. PHYSICAL AND CHEMICAL PROPERTIES****Appearance**

Form                      liquid  
 Colour                    colourless

## Safety data

pH	no data available
Melting point/freezing point	Melting point/range: 97 °C (207 °F) - lit.
Boiling point	39.8 - 40 °C (103.6 - 104 °F) - lit.
Flash point	no data available
Ignition temperature	556.1 °C (1,033.0 °F)
Autoignition temperature	556.1 °C (1,033.0 °F)
	662.0 °C (1,223.6 °F)
Lower explosion limit	12 %(V)
Upper explosion limit	19 %(V)
Vapour pressure	470.9 hPa (353.2 mmHg) at 20.0 °C (68.0 °F)
Density	1.325 g/mL at 25 °C (77 °F)
Water solubility	slightly soluble
Partition coefficient: n-octanol/water	log Pow: 1.25
Relative vapour density	2.93 - (Air = 1.0)
Odour	no data available
Odour Threshold	no data available
Evaporation rate	0.71

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## 10. STABILITY AND REACTIVITY

### Chemical stability

Stable under recommended storage conditions.

### Possibility of hazardous reactions

no data available

### Conditions to avoid

Heat, flames and sparks. Exposure to sunlight.

### Materials to avoid

Alkali metals, Aluminum, Strong oxidizing agents, Bases, Amines, Magnesium, Strong acids and strong bases, Vinyl compounds

### Hazardous decomposition products

Hazardous decomposition products formed under fire conditions. - Carbon oxides, Hydrogen chloride gas

Other decomposition products - no data available

Contains the following stabiliser(s):

2-Methyl-2-butene (0.005 %)

---

## 11. TOXICOLOGICAL INFORMATION

### Acute toxicity

#### Oral LD50

LD50 Oral - rat - 1,600 mg/kg

Remarks: Behavioral:Ataxia.

#### Inhalation LC50

LC50 Inhalation - rat - 52,000 mg/m3

#### Dermal LD50

no data available

**Other information on acute toxicity**

no data available

**Skin corrosion/irritation**

Skin - rabbit - Skin irritation - 24 h

**Serious eye damage/eye irritation**

Eyes - rabbit - Mild eye irritation - 24 h

**Respiratory or skin sensitization**

no data available

**Germ cell mutagenicity**

Genotoxicity in vivo - rat - Oral

DNA damage

**Carcinogenicity**

Carcinogenicity - rat - Inhalation

Tumorigenic: Carcinogenic by RTECS criteria. Endocrine: Tumors.

Limited evidence of carcinogenicity in animal studies

IARC: 2B - Group 2B: Possibly carcinogenic to humans (Methylene chloride)

NTP: Reasonably anticipated to be a human carcinogen (Methylene chloride)

**Reproductive toxicity**

no data available

**Teratogenicity****Specific target organ toxicity - single exposure (Globally Harmonized System)**

no data available

**Specific target organ toxicity - repeated exposure (Globally Harmonized System)**

no data available

**Aspiration hazard**

no data available

**Potential health effects**

<b>Inhalation</b>	May be harmful if inhaled. Causes respiratory tract irritation.
<b>Ingestion</b>	Harmful if swallowed.
<b>Skin</b>	Harmful if absorbed through skin. Causes skin irritation.
<b>Eyes</b>	Causes eye irritation.

**Signs and Symptoms of Exposure**

Dichloromethane is metabolized in the body producing carbon monoxide which increases and sustains carboxyhemoglobin levels in the blood, reducing the oxygen-carrying capacity of the blood., Acts as a simple asphyxiant by displacing air., anesthetic effects, Difficulty in breathing, Headache, Dizziness, Prolonged or repeated contact with skin may cause:, defatting, Dermatitis, Contact with eyes can cause:, Redness, Blurred vision, Provokes tears., Effects due to ingestion may include:, Gastrointestinal discomfort, Central nervous system depression, Paresthesia., Drowsiness, Convulsions, Conjunctivitis., Pulmonary edema. Effects may be delayed., Irregular breathing., Stomach/intestinal disorders, Nausea, Vomiting, Increased liver enzymes., Weakness, Heavy or prolonged skin exposure may result in the absorption of harmful amounts of material., Abdominal pain

**Synergistic effects**

no data available

**Additional Information**

RTECS: PA8050000

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**12. ECOLOGICAL INFORMATION****Toxicity**

Toxicity to fish	LC50 - Pimephales promelas (fathead minnow) - 193.00 mg/l - 96 h
	NOEC - Cyprinodon variegatus (sheepshead minnow) - 130 mg/l - 96 h



Toxicity to daphnia and other aquatic invertebrates EC50 - Daphnia magna (Water flea) - 1,682.00 mg/l - 48 h

**Persistence and degradability**

no data available

**Bioaccumulative potential**

no data available

**Mobility in soil**

no data available

**PBT and vPvB assessment**

no data available

**Other adverse effects**

no data available

---

**13. DISPOSAL CONSIDERATIONS**

**Product**

Offer surplus and non-recyclable solutions to a licensed disposal company. Contact a licensed professional waste disposal service to dispose of this material. Dissolve or mix the material with a combustible solvent and burn in a chemical incinerator equipped with an afterburner and scrubber.

**Contaminated packaging**

Dispose of as unused product.

---

**14. TRANSPORT INFORMATION**

**DOT (US)**

UN number: 1593 Class: 6.1 Packing group: III

Proper shipping name: Dichloromethane

Reportable Quantity (RQ): 1000 lbs

Marine pollutant: No

Poison Inhalation Hazard: No

**IMDG**

UN number: 1593 Class: 6.1 Packing group: III EMS-No: F-A, S-A

Proper shipping name: DICHLOROMETHANE

Marine pollutant: No

**IATA**

UN number: 1593 Class: 6.1 Packing group: III

Proper shipping name: Dichloromethane

---

**15. REGULATORY INFORMATION**

**OSHA Hazards**

Carcinogen, Target Organ Effect, Harmful by ingestion., Irritant

**SARA 302 Components**

SARA 302: No chemicals in this material are subject to the reporting requirements of SARA Title III, Section 302.

**SARA 313 Components**

SARA 313: This material does not contain any chemical components with known CAS numbers that exceed the threshold (De Minimis) reporting levels established by SARA Title III, Section 313.

**SARA 311/312 Hazards**

Acute Health Hazard, Chronic Health Hazard

**Massachusetts Right To Know Components**

Methylene chloride

CAS-No.  
75-09-2

Revision Date  
2007-07-01

**Pennsylvania Right To Know Components**

Methylene chloride

CAS-No.  
75-09-2Revision Date  
2007-07-01**New Jersey Right To Know Components**

Methylene chloride

CAS-No.  
75-09-2Revision Date  
2007-07-01**California Prop. 65 Components**WARNING! This product contains a chemical known to the State of  
California to cause cancer.

Methylene chloride

CAS-No.  
75-09-2Revision Date  
2007-09-28

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**16. OTHER INFORMATION****Further information**

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The above information is believed to be correct but does not purport to be all inclusive and shall be used only as a guide. The information in this document is based on the present state of our knowledge and is applicable to the product with regard to appropriate safety precautions. It does not represent any guarantee of the properties of the product. Sigma-Aldrich Corporation and its Affiliates shall not be held liable for any damage resulting from handling or from contact with the above product. See [www.sigma-aldrich.com](http://www.sigma-aldrich.com) and/or the reverse side of invoice or packing slip for additional terms and conditions of sale.

---

### 1. PRODUCT AND COMPANY IDENTIFICATION

Product name : Acetone

Product Number : 270725  
Brand : Sigma-Aldrich

Supplier : Sigma-Aldrich  
3050 Spruce Street  
SAINT LOUIS MO 63103  
USA

Telephone : +1 800-325-5832  
Fax : +1 800-325-5052  
Emergency Phone # (For both supplier and manufacturer) : (314) 776-6555

Preparation Information : Sigma-Aldrich Corporation  
Product Safety - Americas Region  
1-800-521-8956

### 2. HAZARDS IDENTIFICATION

#### Emergency Overview

#### OSHA Hazards

Flammable liquid, Target Organ Effect, Irritant

#### Target Organs

Liver, Kidney

#### GHS Classification

Flammable liquids (Category 2)  
Skin irritation (Category 3)  
Eye irritation (Category 2A)  
Specific target organ toxicity - single exposure (Category 3)

#### GHS Label elements, including precautionary statements

Pictogram



Signal word

Danger

Hazard statement(s)

H225 Highly flammable liquid and vapour.  
H316 Causes mild skin irritation.  
H319 Causes serious eye irritation.  
H336 May cause drowsiness or dizziness.

Precautionary statement(s)

P210 Keep away from heat/sparks/open flames/hot surfaces. - No smoking.  
P261 Avoid breathing dust/ fume/ gas/ mist/ vapours/ spray.  
P305 + P351 + P338 IF IN EYES: Rinse cautiously with water for several minutes. Remove contact lenses, if present and easy to do. Continue rinsing.

#### HMIS Classification

Health hazard: 2  
Chronic Health Hazard: \*

Flammability: 3  
Physical hazards: 0

**NFPA Rating**

Health hazard: 2  
Fire: 3  
Reactivity Hazard: 0

Health hazard: 2  
Fire: 3  
Reactivity Hazard: 0

**Potential Health Effects**

**Inhalation** May be harmful if inhaled. Causes respiratory tract irritation. Vapours may cause drowsiness and dizziness.  
**Skin** May be harmful if absorbed through skin. Causes skin irritation.  
**Eyes** Causes eye irritation.  
**Ingestion** May be harmful if swallowed.

---

**3. COMPOSITION/INFORMATION ON INGREDIENTS**

Formula : C<sub>3</sub>H<sub>6</sub>O  
Molecular Weight : 58.08 g/mol

Component		Concentration
<b>Acetone</b>		
CAS-No.	67-64-1	-
EC-No.	200-662-2	
Index-No.	606-001-00-8	

---

**4. FIRST AID MEASURES**

**General advice**

Consult a physician. Show this safety data sheet to the doctor in attendance. Move out of dangerous area.

**If inhaled**

If breathed in, move person into fresh air. If not breathing, give artificial respiration. Consult a physician.

**In case of skin contact**

Wash off with soap and plenty of water. Consult a physician.

**In case of eye contact**

Rinse thoroughly with plenty of water for at least 15 minutes and consult a physician.

**If swallowed**

Do NOT induce vomiting. Never give anything by mouth to an unconscious person. Rinse mouth with water. Consult a physician.

---

**5. FIREFIGHTING MEASURES**

**Conditions of flammability**

Flammable in the presence of a source of ignition when the temperature is above the flash point. Keep away from heat/sparks/open flame/hot surface. No smoking.

**Suitable extinguishing media**

Use water spray, alcohol-resistant foam, dry chemical or carbon dioxide.

**Special protective equipment for firefighters**

Wear self contained breathing apparatus for fire fighting if necessary.

**Hazardous combustion products**

Hazardous decomposition products formed under fire conditions. - Carbon oxides

**Further information**

Use water spray to cool unopened containers.

## 6. ACCIDENTAL RELEASE MEASURES

### Personal precautions

Use personal protective equipment. Avoid breathing vapors, mist or gas. Ensure adequate ventilation. Remove all sources of ignition. Evacuate personnel to safe areas. Beware of vapours accumulating to form explosive concentrations. Vapours can accumulate in low areas.

### Environmental precautions

Prevent further leakage or spillage if safe to do so. Do not let product enter drains.

### Methods and materials for containment and cleaning up

Contain spillage, and then collect with an electrically protected vacuum cleaner or by wet-brushing and place in container for disposal according to local regulations (see section 13).

## 7. HANDLING AND STORAGE

### Precautions for safe handling

Avoid contact with skin and eyes. Avoid inhalation of vapour or mist.

Use explosion-proof equipment. Keep away from sources of ignition - No smoking. Take measures to prevent the build up of electrostatic charge.

### Conditions for safe storage

Keep container tightly closed in a dry and well-ventilated place. Containers which are opened must be carefully resealed and kept upright to prevent leakage.

## 8. EXPOSURE CONTROLS/PERSONAL PROTECTION

### Components with workplace control parameters

Components	CAS-No.	Value	Control parameters	Basis
Acetone	67-64-1	TWA	500 ppm	USA. ACGIH Threshold Limit Values (TLV)
Remarks	Eye & Upper Respiratory Tract irritation Central Nervous System impairment Hematologic effects Substances for which there is a Biological Exposure Index or Indices (see BEI® section) Not classifiable as a human carcinogen			
		STEL	750 ppm	USA. ACGIH Threshold Limit Values (TLV)
	Eye & Upper Respiratory Tract irritation Central Nervous System impairment Hematologic effects Substances for which there is a Biological Exposure Index or Indices (see BEI® section) Not classifiable as a human carcinogen			
		TWA	750 ppm 1,800 mg/m <sup>3</sup>	USA. OSHA - TABLE Z-1 Limits for Air Contaminants - 1910.1000
	The acetone STEL does not apply to the cellulose acetate fiber industry. It is in effect for all other sectors.			
		STEL	1,000 ppm 2,400 mg/m <sup>3</sup>	USA. OSHA - TABLE Z-1 Limits for Air Contaminants - 1910.1000
	The acetone STEL does not apply to the cellulose acetate fiber industry. It is in effect for all other sectors.			
		TWA	1,000 ppm 2,400 mg/m <sup>3</sup>	USA. Occupational Exposure Limits (OSHA) - Table Z-1 Limits for Air Contaminants
	The value in mg/m <sup>3</sup> is approximate.			
		TWA	250 ppm 590 mg/m <sup>3</sup>	USA. NIOSH Recommended Exposure Limits

## Personal protective equipment

### Respiratory protection

Where risk assessment shows air-purifying respirators are appropriate use a full-face respirator with multi-purpose combination (US) or type AXBEK (EN 14387) respirator cartridges as a backup to engineering controls. If the respirator is the sole means of protection, use a full-face supplied air respirator. Use respirators and components tested and approved under appropriate government standards such as NIOSH (US) or CEN (EU).

### Hand protection

Handle with gloves. Gloves must be inspected prior to use. Use proper glove removal technique (without touching glove's outer surface) to avoid skin contact with this product. Dispose of contaminated gloves after use in accordance with applicable laws and good laboratory practices. Wash and dry hands.

### Immersion protection

Material: butyl-rubber

Minimum layer thickness: 0.3 mm

Break through time: > 480 min

Material tested: Butoject® (Aldrich Z677647, Size M)

### Splash protection

Material: butyl-rubber

Minimum layer thickness: 0.3 mm

Break through time: > 30 min

Material tested: Butoject® (Aldrich Z677647, Size M)

data source: KCL GmbH, D-36124 Eichenzell, phone +49 (0)6659 873000, e-mail sales@kcl.de, test method: EN374

If used in solution, or mixed with other substances, and under conditions which differ from EN 374, contact the supplier of the CE approved gloves. This recommendation is advisory only and must be evaluated by an Industrial Hygienist familiar with the specific situation of anticipated use by our customers. It should not be construed as offering an approval for any specific use scenario.

### Eye protection

Face shield and safety glasses Use equipment for eye protection tested and approved under appropriate government standards such as NIOSH (US) or EN 166(EU).

### Skin and body protection

impervious clothing, Flame retardant antistatic protective clothing, The type of protective equipment must be selected according to the concentration and amount of the dangerous substance at the specific workplace.

### Hygiene measures

Handle in accordance with good industrial hygiene and safety practice. Wash hands before breaks and at the end of workday.

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## 9. PHYSICAL AND CHEMICAL PROPERTIES

### Appearance

Form liquid, clear

Colour colourless

### Safety data

pH no data available

Melting point/freezing point Melting point/range: -94 °C (-137 °F)

Boiling point 56 °C (133 °F) at 1,013 hPa (760 mmHg)

Flash point -17.0 °C (1.4 °F) - closed cup

Ignition temperature 465 °C (869 °F)

Autoignition temperature 465.0 °C (869.0 °F)

Lower explosion limit 2 %(V)

Upper explosion limit 13 %(V)

Vapour pressure	533.3 hPa (400.0 mmHg) at 39.5 °C (103.1 °F) 245.3 hPa (184.0 mmHg) at 20.0 °C (68.0 °F)
Density	0.791 g/mL at 25 °C (77 °F)
Water solubility	completely miscible
Partition coefficient: n-octanol/water	log Pow: -0.24
Relative vapour density	no data available
Odour	no data available
Odour Threshold	no data available
Evaporation rate	no data available

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## 10. STABILITY AND REACTIVITY

### Chemical stability

Stable under recommended storage conditions.

### Possibility of hazardous reactions

Vapours may form explosive mixture with air.

### Conditions to avoid

Heat, flames and sparks. Extremes of temperature and direct sunlight.

### Materials to avoid

Bases, Oxidizing agents, Reducing agents, Acetone reacts violently with phosphorous oxychloride.

### Hazardous decomposition products

Hazardous decomposition products formed under fire conditions. - Carbon oxides  
Other decomposition products - no data available

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## 11. TOXICOLOGICAL INFORMATION

### Acute toxicity

#### Oral LD50

LD50 Oral - rat - 5,800 mg/kg

Remarks: Behavioral: Altered sleep time (including change in righting reflex). Behavioral: Tremor.

#### Inhalation LC50

LC50 Inhalation - rat - 8 h - 50,100 mg/m<sup>3</sup>

#### Dermal LD50

LD50 Dermal - guinea pig - 7,426 mg/kg

#### Other information on acute toxicity

no data available

### Skin corrosion/irritation

Skin - rabbit - Mild skin irritation - 24 h

### Serious eye damage/eye irritation

Eyes - rabbit - Eye irritation - 24 h

### Respiratory or skin sensitization

Chronic exposure may cause dermatitis.

### Germ cell mutagenicity

no data available

### Carcinogenicity

This product is or contains a component that is not classifiable as to its carcinogenicity based on its IARC, ACGIH, NTP, or EPA classification.

- IARC:** No component of this product present at levels greater than or equal to 0.1% is identified as probable, possible or confirmed human carcinogen by IARC.
- NTP:** No component of this product present at levels greater than or equal to 0.1% is identified as a known or anticipated carcinogen by NTP.
- OSHA:** No component of this product present at levels greater than or equal to 0.1% is identified as a carcinogen or potential carcinogen by OSHA.

#### **Reproductive toxicity**

no data available

#### **Teratogenicity**

no data available

#### **Specific target organ toxicity - single exposure (Globally Harmonized System)**

May cause drowsiness or dizziness.

#### **Specific target organ toxicity - repeated exposure (Globally Harmonized System)**

no data available

#### **Aspiration hazard**

no data available

#### **Potential health effects**

- |                   |   |
|-------------------|---|
| <b>Inhalation</b> | May be harmful if inhaled. Causes respiratory tract irritation. Vapours may cause drowsiness and dizziness. |
| <b>Ingestion</b>  | May be harmful if swallowed.  |
| <b>Skin</b>       | May be harmful if absorbed through skin. Causes skin irritation.  |
| <b>Eyes</b>       | Causes eye irritation.  |

#### **Signs and Symptoms of Exposure**

To the best of our knowledge, the chemical, physical, and toxicological properties have not been thoroughly investigated.

#### **Synergistic effects**

no data available

#### **Additional Information**

RTECS: AL3150000

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## **12. ECOLOGICAL INFORMATION**

### **Toxicity**

- |   |  |
|---|--|
| Toxicity to fish                                    | LC50 - <i>Oncorhynchus mykiss</i> (rainbow trout) - 5,540.00 mg/l - 96 h |
| Toxicity to daphnia and other aquatic invertebrates | EC50 - <i>Daphnia magna</i> (Water flea) - 13,500.00 mg/l - 48 h         |

### **Persistence and degradability**

no data available

### **Bioaccumulative potential**

no data available



**Mobility in soil**  
no data available

**PBT and vPvB assessment**  
no data available

**Other adverse effects**  
no data available

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### 13. DISPOSAL CONSIDERATIONS

**Product**

Burn in a chemical incinerator equipped with an afterburner and scrubber but exert extra care in igniting as this material is highly flammable. Offer surplus and non-recyclable solutions to a licensed disposal company. Contact a licensed professional waste disposal service to dispose of this material.

**Contaminated packaging**

Dispose of as unused product.

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### 14. TRANSPORT INFORMATION

**DOT (US)**

UN number: 1090 Class: 3 Packing group: II  
Proper shipping name: Acetone  
Reportable Quantity (RQ): 5000 lbs  
Marine pollutant: No  
Poison Inhalation Hazard: No

**IMDG**

UN number: 1090 Class: 3 Packing group: II EMS-No: F-E, S-D  
Proper shipping name: ACETONE  
Marine pollutant: No

**IATA**

UN number: 1090 Class: 3 Packing group: II  
Proper shipping name: Acetone

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### 15. REGULATORY INFORMATION

**OSHA Hazards**

Flammable liquid, Target Organ Effect, Irritant

**SARA 302 Components**

SARA 302: No chemicals in this material are subject to the reporting requirements of SARA Title III, Section 302.

**SARA 313 Components**

SARA 313: This material does not contain any chemical components with known CAS numbers that exceed the threshold (De Minimis) reporting levels established by SARA Title III, Section 313.

**SARA 311/312 Hazards**

Fire Hazard, Acute Health Hazard, Chronic Health Hazard

**Massachusetts Right To Know Components**

	CAS-No.	Revision Date
Acetone	67-64-1	2007-03-01

**Pennsylvania Right To Know Components**

	CAS-No.	Revision Date
Acetone	67-64-1	2007-03-01

**New Jersey Right To Know Components**

	CAS-No.	Revision Date
Acetone	67-64-1	2007-03-01

**California Prop. 65 Components**

This product does not contain any chemicals known to State of California to cause cancer, birth defects, or any other reproductive harm.

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**16. OTHER INFORMATION****Further information**

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The above information is believed to be correct but does not purport to be all inclusive and shall be used only as a guide. The information in this document is based on the present state of our knowledge and is applicable to the product with regard to appropriate safety precautions. It does not represent any guarantee of the properties of the product. Sigma-Aldrich Corporation and its Affiliates shall not be held liable for any damage resulting from handling or from contact with the above product. See [www.sigma-aldrich.com](http://www.sigma-aldrich.com) and/or the reverse side of invoice or packing slip for additional terms and conditions of sale.

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# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



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

DATE: September 27, 2012

TO: District Board of Health

FROM: Kevin Dick, Director, Air Quality Management

SUBJECT: Rilite Aggregate Company – Case No. 1090  
Appealed Citation No. 5017  
Agenda Item  
**8.A.2.a.**

### Recommendation

The Air Pollution Control Hearing Board recommends that Citation No. 5017 be upheld and a fine of \$1,200 be levied against Rilite Aggregate Company for violation of permit conditions resulting in excess emissions from the aggregate processing equipment and failure to provide adequate fugitive dust control. The Citation was issued for violations of the District Board of Health Regulations Governing Air Quality Management, specifically a major violation of Section 030.2175, Operations Contrary to Permit, and a minor violation of Section 040.030, Dust Control. Staff concurs.

Staff Recommended Fine: \$10,000

APCHB Recommended Fine: \$1,200

### Background

On June 8, 2012, AQ Specialist II Wallace Prichard was dispatched to 9208 Western Skies Drive in Reno, Nevada for a dust complaint. The complaint was received by the Air Quality Office Staff at 12:45 pm and delivered to AQ Specialist Prichard at approximately 1:00 p.m. AQ Specialist Prichard had been previously dispatched to another dust complaint so he was not able to arrive on site until 2:10 p.m. On his way to the complaint site, AQ Specialist Prichard was traveling south on U.S. 395 towards the Mount Rose/Geiger Grade interchange. From the highway, AQ Specialist Prichard observed a large dust plume being generated from the Rilite pit area. When he arrived at the Rilite Aggregate Company facility, AQ Specialist Prichard observed significant dust emissions from the operation of the aggregate plant for a period of no less than 5 minutes. AQ Specialist Prichard, who is a Certified Visible Emissions Evaluator, took pictures of the aggregate plant to document the emissions which he estimated to be in excess of 95% opacity. AQ Specialist Prichard was able to make contact with Mr. Gary Roma, the plant manager, to inform him of the dust complaint. AQ Specialist Prichard discussed the high wind warning email that had been distributed by the Air Quality Office that morning advising all necessary precautions be taken to control dust during the wind event. Additionally, Condition No. 2 of the permit to operate states "The operator must implement acceptable methods to prevent airborne particulate matter created as a result of this facility....Any and all of the following methods must be in use as necessary to control the fugitive emissions generated from equipment operations or wind: water trucks, sprinklers,....cessation of operations." (Emphasis added.)

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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**DBOH AGENDA ITEM NO. 8.A.2.a.**

Based on his observation of the aggregate plant operations, AQ Specialist Prichard issued Notice of Violation Citation No. 5017 for operations contrary to the permit to operate conditions resulting in excess emissions and failure to control fugitive dust. An appeal form was provided to Mr. Roma with the Notice of Violation Citation.

**SETTLEMENT**

On July 10, 2012, AQ Branch Chief Charlene Albee and AQ Specialist Wallace Prichard met with Mr. Chris Benna, President, and Gary Roma, Plant Manager, from Rilite Aggregate Company, for a negotiated meeting. AQ Specialist Prichard presented all of the facts of the case, including photographs, to Mr. Benna and Mr. Roma for their review. After consideration all the facts presented in the case, AQ Branch Chief Albee offered to settle the matter for a fine of \$2,500. After several days of consideration, Mr. Benna of Rilite Aggregate Company decided to appeal NOV Citation No. 5017 to the Air Pollution Control Hearing Board at its next scheduled meeting.

**APCHB Action**

On August 7, 2012, the Air Pollution Control Hearing Board met to hear this case. Testimony was given by AQ Supervisor Charlene Albee, AQ Specialist Wallace Prichard, and Mr. Chris Benna of Rilite Aggregate Company. After considering all the facts of this case, the APCHB decided to uphold Citation No. 5017 with a fine of \$1,200. No appeal was received for this case to be heard by the DBOH.

**Alternatives**

1. The District Board of Health may determine that no violation of the regulations has taken place and dismiss Citation No. 5017.
2. The Board may determine to uphold Citation No. 5017 but 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 Rilite Aggregate Company may be properly noticed.



---

Kevin Dick, Division Director  
Air Quality Management



# Washoe County Health District



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

CASE NO. 1090 – AS REVIEWED BEFORE THE AIR POLLUTION CONTROL HEARING BOARD

In Re: Appeal of RILITE AGGREGATE )  
COMPANY for violation of Section )  
040.030 (Dust Control); and Section )  
030.2175 (Operations Contrary to )  
Permit) of the Washoe County )  
District Board of Health Regulations )  
Governing Air Quality Management. )

**CASE NO. 1090**  
**RILITE AGGREGATE COMPANY**

At a hearing of the Air Pollution Control Hearing  
Board at Wells Avenue at Ninth Street  
Reno, Nevada  
August 7, 2012

PRESENT: Vice Chairman Jon Greene  
Member Cathleen Fitzgerald, DEnv, PE  
Member Michael Ford  
Member Richard Harris, Esquire  
Member Andrew Sato  
Member Joe Serpa  
Kevin Dick, Director, Air Quality Management Division  
Charlene Albee, Air Quality Branch Chief  
Wallace Prichard, Air Quality Specialist  
Janet Smith, CAP, Recording Secretary

ABSENT: Chairman David Rinaldi

**STATEMENT OF THAT FACTUAL QUESTION**

**SECTION 030.040 – DUST CONTROL** (Amended 12/88, 12/15/93, 11/16/94; Revised 7/26/02, Effective 11/1/02)

**SECTION A - GENERAL**

1. **PURPOSE:** To limit particulate material emissions into the ambient air from any property, operations or activities that may serve as a fugitive dust source. The effect of this regulation shall be to minimize the amount of PM10 emitted into the ambient air as a result of the impact of the human activities by requiring measures to prevent, reduce, or mitigate particulate matter emissions.
2. **APPLICABILITY:** The provisions of this regulation shall apply to, but are not limited to, the following dust generating activities:
  - a. Dismantling or demolition of buildings;
  - b. Public or private construction;
  - c. Mining;
  - d. Processing of sand, gravel, rock or dirt;
  - e. Operation of machines or equipment;
  - f. Operation and use of unpaved parking facilities;
  - g. Operation and use of livestock arenas;
  - h. Operation and use of horse arenas;
  - i. Operation of feed lots;
  - j. Operation and use of raceways for animals or motor vehicles;
  - k. Motor vehicle/off road motor vehicle use on vacant land; or
  - l. Unpaved roads in the PM10 non-attainment area.
3. Except when engaged in commercial agricultural operations, no person may disturb the topsoil by removing, altering, or overlaying the ground cover through scraping, burning, excavating, storing of fill, application of palliative, or any other method on any real property unless reasonable precautions are taken to prevent generation of dust during both the active development phases and thereafter if the property is to remain unoccupied, unused, vacant or undeveloped.

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

1. **Access Road.** Any public or private road open to travel.
2. **Bulk Material.** Any material, including but not limited to, earth, rock, silt, sediment, sand, gravel, soil, fill, dirt, mud, demolition debris, cotton, trash, cinders, pumice, saw dust, feeds, grains, fertilizers, and dry concrete, which are capable of producing fugitive dust at any location.

3. Bulk Material Handling, Storage, and/or Transporting Operation. The use of equipment, haul trucks, and/or motor vehicles, such as but not limited to, the loading, unloading, conveying, transporting, piling, stacking, screening, grading, or moving of bulk materials, which are capable of producing fugitive dust at any location.
4. Carry-Out/Trackout. Any and all bulk materials that have adhered to and agglomerate on the exterior surfaces of motor vehicles and/or equipment (including tires) and that have fallen onto a paved public roadway.
5. Control Measure. A technique, practice, or procedure used to prevent or minimize the generation, emission, entrainment, suspension, and/or airborne transport of fugitive dust. Control measures may include but are not limited to:
  - a. Paving.
  - b. Pre-wetting.
  - c. Applying dust suppressants.
  - d. Stabilizing with vegetation, gravel, re-crushed/recycled asphalt or other forms of physical stabilization.
  - e. Limiting, restricting, phasing and/or rerouting motor vehicle access.
  - f. Reducing vehicle speeds and/or number of vehicle trips.
  - g. Limiting use of off-road vehicles on open areas and vacant lots.
  - h. Utilizing work practices and/or structural provisions to prevent wind and water erosion onto paved public roadways.
  - i. Using dust control implements appropriately.
  - j. Installing one or more grizzlies, gravel pads, and/or wash down pads adjacent to the entrance of a paved public roadway to control carry-out and trackout.
  - k. Keeping open-bodied haul trucks in good repair, so that spillage may not occur from beds, sidewalls, and tailgates.
  - l. Covering the cargo beds of haul trucks to minimize wind-blown dust emissions and spillage.

6. Disturbed Surface Area. A portion of the earth's surface (or material placed thereupon), which has been physically moved, uncovered, destabilized, or otherwise modified from its undisturbed native condition, thereby increasing the potential for the emission of fugitive dust.
7. Dust Control Implement. A tool, machine, equipment, accessory structure, enclosure, cover, material or supply, including an adequate readily available supply of water and its associated distribution/delivery system, used to control fugitive dust emissions.
8. Dust Control Permit. A written plan describing control measures for a specific project.
9. Dust Generating Activity. Any activity capable of generating fugitive dust.
10. Dust Suppressant. Water, hygroscopic material, solution or water and chemical surfactant, foam, non-toxic chemical stabilizer or any other dust palliative, which is not prohibited for ground surface application by the U.S. Environmental Protection Agency (EPA) or any applicable law, rule, or regulation, as a treatment material for reducing fugitive dust emissions.
11. Freeboard. The vertical distance between the top edge of a cargo container area and the highest point at which the bulk material contacts the sides, front, and back of a cargo container area.
12. Fugitive Dust. The particulate matter, which is not collected by a capture system, which is entrained in the ambient air, and which is caused from human and/or natural activities, such as but not limited to, movement of soil, vehicles, equipment, blasting, and wind. For the purpose of this regulation, fugitive dust does not include particulate matter emitted directly from the exhaust of motor vehicles and other internal combustion engines, from portable brazing, soldering, or welding equipment, or from piledrivers. It does not include emissions from process and combustion sources that are subject to the specific requirements as listed in "Prohibited Emissions" of these regulations.
13. Fugitive Emissions. Emissions of any pollutants, including fugitive dust, which could not reasonably pass through a stack, chimney, vent or a functionally equivalent opening. (Amended 7/28/93)
14. Gravel Pad. A layer of washed gravel, rock, or crushed rock which is at least one inch or larger in diameter, maintained at the point of intersection of a paved public roadway and a work site entrance to dislodge mud, dirt, and/or debris from the tires of motor vehicles and/or haul trucks, prior to leaving the work site.
15. Grizzly. A device (i.e., rails, pipes, or grates) used to dislodge mud, dirt and/or debris from the tires and undercarriage of motor vehicles and/or haul trucks prior to leaving the work site.



16. Haul Truck. Any fully or partially open-bodied, self-propelled vehicle including any non-motorized attachments, such as but not limited to, trailers or other conveyances which are connected to or propelled by the actual motorized portion of the vehicle used for transporting bulk materials.
17. Motor Vehicle. A self-propelled vehicle for use on the public roads and highways of the State of Nevada, including any non-motorized attachments, such as but not limited to, trailers or other conveyances which are connected to or propelled by the actual motorized portion of the vehicle.
18. Off-Road Vehicle. Any self-propelled conveyance specifically designed for off-road use, including but not limited to, off-road or all-terrain equipment, trucks, cars, motorcycles, motorbikes, or motorbuggies.
19. Owner and/or Operator. Any person who owns, leases, operates, controls, or supervises a dust generating activity subject to the requirements of this regulation.
20. Open Areas and Vacant Lots. For the purpose of this regulation, vacant portions of residential or commercial lots that are immediately adjacent and owned and/or operated by the same individual or entity are considered one vacant open area or vacant lot.
  - a. An unsubdivided or undeveloped tract of land adjoining a developed or a partially developed residential, industrial, institutional, governmental, or commercial area.
  - b. A subdivided residential, industrial, institutional, governmental, or commercial lot, which contains no approved or permitted buildings or structures of a temporary or permanent nature.
  - c. A partially developed residential, industrial, institutional, governmental, or commercial lot.
21. Optimum Moisture Content. Water content at which soil can be compacted to the maximum dry weight by modified compacted effort using ASTM Method D1557 for Optimum Soil Content/Maximum Density.
22. Pave. To apply and maintain asphalt, concrete, or other similar material to a roadway surface (i.e., asphaltic concrete, concrete payment, chip seal, or rubberized asphalt).
23. Public Roadways. Any roadways that are open to public travel regardless of ownership.
24. Silt. Any aggregate material with a particle size less than 75 micrometers in diameter, which passes through a No. 200 Sieve.
25. Trackout Control Device. A gravel pad, grizzly, wheel wash system, or a paved area, located at the point of intersection of an unpaved area and a paved roadway, that controls or prevents vehicular trackout.

26. Unpaved Haul/Access Road. Any on-site unpaved road used by commercial, industrial, institutional, and/or governmental traffic.
27. Unpaved Parking Lot. Any area that is not paved and that is used for parking, maneuvering, or storing motor vehicles.
28. Unpaved Road. Any road or equipment path that is not paved. For the purpose of this regulation, an unpaved road is not a horse trail, hiking path, bicycle path, or other similar path used exclusively for purposes other than travel by motor vehicles.
29. Wind-Blown Dust. Visible emissions from any disturbed surface area, which are generated by wind action alone.
30. Work Site. Any property upon which any dust generating activities occur.

#### SECTION C - STANDARDS

1. VISIBLE EMISSIONS PROHIBITION: The owner and/or operator of a source engaging in dust generating activities shall not allow visible fugitive dust emissions for a period or periods accumulating more than 5 minutes in any hour.
2. STABILIZATION REQUIREMENTS FOR FUGITIVE DUST SOURCES:
  - a. Unpaved Parking Lot/Staging Areas: The owner and/or operator of any unpaved parking lot or staging area shall not allow visible fugitive dust emissions for a period or periods accumulating more than 5 minutes in any hour, and either:
    - (1) Shall not allow silt loading equal to or greater than 0.33oz/ft<sup>2</sup>; or
    - (2) Shall not allow the silt content to exceed 8 percent.
  - b. Unpaved Haul/Access Road: The owner and/or operator of any unpaved haul/access road (whether at a work site that is under construction or at a work site that is temporarily or permanently inactive) shall not allow visible fugitive dust emissions for a period or periods accumulating more than 5 minutes in any hour, and either:
    - (1) Shall not allow silt loading equal to or greater than 0.33oz/ft<sup>2</sup>; or
    - (2) Shall not allow the silt content to exceed 6 percent.

- c. Open Area and Vacant Lot or Disturbed Surface Area: The owner and/or operator of an open area and vacant lot or any disturbed surface area on which no activity is occurring shall meet at least one of the following standards:
- (1) Maintain a visible crust;
  - (2) Maintain a threshold friction velocity (TFV) for disturbed surface areas corrected for non-erodible elements of 100 cm/second or higher;
  - (3) Maintain a flat vegetative cover (i.e., attached [rooted] vegetation or unattached vegetative debris lying on the surface with a predominant horizontal orientation that is not subject to movement by wind) that is equal to at least 50 percent;
  - (4) Maintain a standing vegetative cover (i.e., vegetation that is attached [rooted] with a predominate vertical orientation) that is equal to or greater than 30 percent;
  - (5) Maintain a standing vegetative cover (i.e., vegetation that is attached [rooted] with a predominant vertical orientation) that is equal to or greater than 10 percent and where the threshold friction velocity is equal to or greater than 43 cm/second when corrected for non-erodible elements;
  - (6) Maintain a percent cover that is equal to or greater than 10 percent for non-erodible elements; or
  - (7) Comply with a standard of an alternative test method upon obtaining the written approval from the Control Officer and the U.S. Environmental Protection Agency.
- d. Open Storage Piles: All open storage piles shall be stabilized by utilizing at least one of the following standards:
- (1) Maintain a visible crust;
  - (2) Cover or tarp to prevent visible fugitive dust emissions for a period or periods accumulating more than 5 minutes in any hour;
  - (3) Adequate moisture to control fugitive dust or apply water to maintain a soil moisture content at a minimum of 12 percent, as determined by ASTM Method D2216-98, or other equivalent as approved by the Control Officer and the Administrator of EPA. For areas which have an optimum moisture content for compaction of less than 12 percent, as determined by ASTM Method D1557-91 (1998) or other equivalent approved by the Control Officer and the Administrator of EPA, maintain at least 70 percent of the optimum soil moisture content;

- (4) Stabilize material in the stockpile using a palliative for compliance as described in **Sections E.1.b.(3).i and E.1.b.(3).ii** of this Rule;
    - (5) An alternate control measure approved in writing by the Control Officer and the U.S. Environmental Protection Agency.
3. DUST CONTROL PERMIT REQUIREMENTS: The owner and/or operator of a dust generating activity shall apply for and obtain a Dust Control Permit prior to commencement of the dust generating activity. In the Dust Control Permit application, the owner and/or operator shall designate a person responsible for compliance with the "District Board of Health Regulations Governing Air Quality Management." Failure to comply with the provisions of an approved Dust Control Permit shall be deemed a violation of this Rule.
  - a. ELEMENTS OF A DUST CONTROL PERMIT: The Dust Control Permit shall describe all control measures to be implemented before, after, and while conducting any dust generating activity, including weekends, after work hours, and on holidays.
  - b. DUST CONTROL PERMIT REVISIONS:
    - (1) If the Control Officer determines that an approved Dust Control Permit has been followed, yet fugitive dust emissions from any given fugitive dust source still exceed the standards of Section C of this Rule, then the Control Officer shall issue a written notice to the owner and/or operator of such source explaining such determination. The owner and/or operator of such source shall make written revisions to the Dust Control Permit. These revisions shall be made in consultation with the Control Officer and be submitted within three working days of receipt of the Control Officer's written notice. The Control Officer, upon request, may extend such time period. During the time that such owner and/or operator is preparing revisions to the approved Dust Control Permit, such owner and/or operator must still comply with all requirements of this Rule.
    - (2) The owner and/or operator of a dust generating activity shall provide written notification to the Control Officer upon change of ownership and/or responsibility for said Dust Control Permit. The approved Dust Control Permit shall then apply to the new owner and/or operator for all or a portion of the site in which ownership and/or responsibility is stipulated.
  - c. PROJECT INFORMATION SIGN: The owner and/or operator of a dust generating activity subject to **Section C.3** of this Rule shall comply with the following project information sign requirements:

- (1) The project information sign shall be constructed at the main entrance and be visible to the public at all construction sites;
- (2) Shall meet the project information sign criteria listed in the Dust Control Permit application; and
- (3) Shall remain in place for all phases of the project.

d. EXEMPTIONS:

- (1) The following dust generating activities shall be exempt from **Sections C.3.a, C.3.b, and C.3.c** of this Rule:
  - i. Dust generating activities requiring a Washoe County Air Quality Management Division stationary source Permit to Operate as specified in Rule **030.200**;
  - ii. Dust generating activities less than one (1) acre in size;
  - iii. Playing on a ballfield; and
  - iv. Landscape maintenance. For the purpose of this Rule, landscape maintenance does not include grading, trenching, or any other mechanized surface disturbing activities.
- (2) The Control Officer may exempt the following dust generating activities from the Project Information Sign requirements of **Section C.3.c** of this Rule:
  - i. One unit residential projects;
  - ii. Projects that take less than two weeks to complete;
  - iii. Line projects (i.e., pipelines, cable access lines, etc.); and
  - iv. Other projects deemed appropriate by the Control Officer.

4. **WORK PRACTICES:** When engaged in the specific activities listed in Subsections a and b, the owner/operator of a source shall comply with the following work practices, in addition to any approved control measures in the applicable Dust Control Permit or Permit to Operate, to minimize fugitive dust emissions associated with haul trucks.

- a. Bulk Material Hauling Off-Site Onto Paved Public Roadways:
  - (1) Prevent spillage or loss of bulk material from holes or other openings in the cargo compartment floor, sides, and/or tailgate.
  - (2) At least one of the following control measures.
    - i. Cover all haul trucks with a tarp or other suitable closure; or
    - ii. Bulk materials must contain enough moisture and/or dust suppressant to prevent fugitive dust emissions during transport; or
    - iii. Load all haul trucks such that the freeboard is not less than six (6) inches.
  
- b. Spillage, Carry-Out, Erosion, and/or Trackout:
  - (1) Install and maintain a suitable trackout control device that controls and prevents trackout and removes particulate matter from tires and the exterior surfaces of haul trucks and/or motor vehicles that traverse such work site at all exits onto a paved public roadway.
  - (2) Clean-up spillage, carry-out, erosion, and/or trackout on the following time schedule:
    - i. At the end of the day, when spillage, carry-out, erosion, and/or trackout extend beyond the project boundaries; or
    - ii. Immediately at any time during the day if trackout is creating visible fugitive dust emissions for a period or periods accumulating more than 5 minutes in any hour.
  
- c. EXEMPTIONS: The Control Officer may exempt the following work practices **Section C.4** of this Rule:
  - (1) Construction, maintenance, and/or repair of paved roadways; and
  - (2) Application of de-icing and traction materials for wintertime driving safety as specified in **Rule 040.031, Street Sanding Operations**.

#### SECTION D – ADMINISTRATIVE REQUIREMENTS

1. **DUST SCHOOL ATTENDANCE:** Upon the issuance of a Notice of Violation Citation for **Sections C.1, C.2, or C.4** of this Rule upheld by the Board of Health, the person causing the dust generation shall attend the next available "Dust School" as provided by the Air Quality Management Division of the District Health Department. Failure to attend the "Dust School" shall constitute another violation of the regulations along with the appropriate penalty as specified in **Section 020.040** of the District Regulations.

#### SECTION E – COMPLIANCE AND RECORDS

1. **COMPLIANCE DETERMINATION:** To determine compliance with this Rule, the following test methods shall be conducted.
  - a. **Visible Emissions Observations:**
    - (1) Visible emissions shall be determined by observations of visible emissions conducted in accordance with U.S. Environmental Protection Agency Reference Method 22 using an observation period of not less than 5 minutes in any hour.
  - b. **Stabilization Observations (Test Methods Text in Appendix A):**
    - (1) **Unpaved Parking Lots**
      - i. Test Methods of Unpaved Roads and Unpaved Lots.
    - (2) **Unpaved Haul/Access Roads**
      - i. Test Methods for Stabilization for Unpaved Roads and Unpaved Parking Lots.
    - (3) **Open Areas and Vacant Lot or Disturbed Surface Area:** One of the test methods listed below.
      - i. Test Methods for Stabilization – Visible Crust Determination.
      - ii. Test Methods for Stabilization – Determination of Threshold Friction Velocity (TFV).
      - iii. Test Methods for Stabilization – Determination of Flat Vegetative Cover.
      - iv. Test Methods for Stabilization – Determination of Standing Vegetative Cover.

v. Test Methods for Stabilization – Rock Test Method.

2. RECORDKEEPING:

a. Any person who conducts dust-generating activities subject to **Section C.3** of this Rule shall maintain daily records demonstrating compliance with **Section C** of this Rule.

(1) The Dust Control Permit shall be kept on the specific job site and made available to the Control Officer immediately upon request.

(2) Daily records shall be made available to the Control Officer immediately upon request.

b. Any person who conducts dust-generating activities exempt from **Section C.3** of this Rule shall maintain daily records demonstrating compliance with **Sections C.1, C.2, and C.4** of this Rule.

(1) Daily records shall be made available to the Control Officer immediately upon request.

3. RECORD RETENTION: Daily records required by **Section E.2** of this Rule shall be retained for at least one (1) year following termination of the dust generating activity.

**SECTION 030.000 – SOURCE PERMITTING & OPERATION**

**SECTION 030.2175 – OPERATIONS CONTRARY TO PERMIT**

No person may operate equipment contrary to the permit conditions specified on the Permit to Operate for that equipment. Violation of the conditions of the Permit to Operate shall constitute a major violation under the provisions of **Section 020.040** and **Section 020.042**, or both of these Regulations, and may constitute grounds for immediate suspension of the Permit.

Mr. Richard Harris, Esquire, advised for the record he would disclose "in 1966 he rendered a legal opinion on behalf of Rilite Aggregate; that he has been a colleague at the Mackay School of Mines Advisory Board with Mr. Roma; that he has known Mr. Chris Benna's parents socially for many years." Mr. Harris further stated, "he believes he can proceed without a conflict of interest"; however, "should the appellant wish him to recuse himself from the proceedings he will do so"; or should any fellow Hearing Board member request he recuse himself "he will do so."



Neither the appellant nor any Hearing Board member had any objections to Mr. Harris participating in the proceedings and in rendering a vote.

### GENERAL COMMENTS

On August 2, 2012, the Hearing Board for the referenced Regulations held a public hearing to consider all evidence and testimony concerning the appeal of **RILITE AGGREGATE COMPANY, Citation No. 5017, Case No. 1090**, issued on June 8, 2012, for violation of Section 040.030 (Dust Control) – minor violation; and Section 030.000 (Source Permitting and Operation), Subsection 030.2175 (Operations Contrary to Permit) – major violation, of the Washoe County District Board of Health Regulations Governing Air Quality Management.

Ms. Charlene Albee, Branch Chief of Permitting and Enforcement, Air Quality Management Division, being duly sworn, advised Citation No. 5017, Case No. 1090 was issued to Rilite Aggregate Company for violation of permit conditions, "specifically the Federal New Source Performance Standards (NSPS) for Non-Metallic Mineral Processing Plants, 40 CFR Part 60, Subpart 000."

Ms. Albee advised on June 8, 2012, the Air Quality Management Division received a citizen complaint at 12:45pm regarding dust emitting from the Rilite Aggregate plant; that Air Quality Specialist, Mr. Wallace Prichard was dispatched to respond to the complaint; however, due to a previous complaint at a different location, Mr. Prichard was unable to respond to this complaint until 2:10pm. Ms. Albee advised in approaching the area of the plant (traveling south on US 395), Mr. Prichard was able "to observe the dust from the freeway in the area of Damonte Ranch Parkway." Ms. Albee advised "upon his arrival, Mr. Prichard did observe significant dust emissions from the operation of the equipment"; that Mr. Prichard documented and photographed the emissions (copies of which are included in the packet). Ms. Albee advised Mr. Prichard met with Mr. Gary Roma, Rilite Aggregate Plant Manager, regarding the citizen complaint and the dust emissions which he observed occurring; that the equipment was shut-down.

Ms. Albee stated "based upon Mr. Prichard's observations of the significant dust emissions and because Air Quality Management had issued a high wind advisory to all contacts, which have been issued dust control permits, advising "...any and all precautions necessary to control dust may be taken during this wind event.", Mr. Prichard made the determination to issue the Notice of Violation.

Ms. Albee advised she and Mr. Prichard met in a negotiated settlement hearing on July 10, 2012, with Mr. Chris Benna, President and Mr. Roma, Plant Manager, at which time Staff presented all the facts of the case including the photographs of the violation. Ms. Albee advised Staff did recommend a negotiated settlement of \$2,500; that in an effort to ensure no appellant "feels pressured to accept a settlement offer with which the appellant does not feel comfortable", she did encourage Mr. Benna to file an appeal with the Hearing Board "if he was not satisfied with the recommended fine."

Ms. Albee advised Air Quality Specialist Mr. Prichard is present should the Hearing Board members have additional questions regarding the issuance of the Notice of Violation; that Air Quality Specialist Michael Osborn is also present as the area in which the Rilite Aggregate Plant is located was previously assigned to Mr. Osborn.

Ms. Albee stated, as she advised, Rilite Aggregate Company was cited for violation of the Federal New Source Performance Standards; therefore, the violation will have to be reported to US Environmental Protection Agency (EPA), as Rilite Aggregate is classified as a "New Source Performance Standard facility for which Air Quality Management does perform compliance inspections of every year."

Mr. Ford questioned if Staff have access to video cameras to record violations with the time and date stamp, as a video depicting the level of the dust emissions; the extent of the Rilite site and how close the adjoining property is, would be more effective than the still photographs.

In response to Mr. Ford, Ms. Albee advised Staff does have video cameras; however, "as to the functionality of the cameras she would defer to one of the inspectors."

In response to Mr. Ford regarding the proximity of the adjoining properties, Mr. Wallace Prichard, Air Quality Specialist, being duly sworn, advised the "closest houses are within approximately one-half mile" of the Rilite pit; that the houses have been constructed "towards the pit".

In response to Mr. Ford regarding when the pit was established in this area, Mr. Chris Benna, President, Rilite Aggregate Company, being duly sworn, advised the pit was established in 1966; that to his knowledge there were no houses constructed in the area when the pit was established.

In response to Mr. Ford regarding houses within the area of the pit, Mr. Prichard stated the area was previously ranch land with the closest residence being the Louis Damonte family ranch house.

Mr. Ford stated in the packet he noted a lengthy history of previous warnings, violations, and fines; that the pit "has been there for a long time"; therefore, there will "obviously be incidences of dust being generated and other air quality issues." Mr. Ford stated he further noted there were "a number of warnings and citations and not necessarily a lot of fines; therefore, he would interpret this "as the operation has been fairly cooperative and responsive to directions from Staff."

In response to Mr. Ford, Mr. Prichard advised the representatives of Rilite Aggregate Company have always been very responsive and cooperative. Mr. Prichard advised some of the previous violations were minor; however, "this was a blatant violation." In response to Mr. Ford regarding the amount of the recommended fine being related to the egregiousness of this violation", Mr. Prichard stated "it was an egregious violation." Mr. Prichard advised a component in the egregiousness of this violation was the National Weather Service had issued a Red Flag Warning that morning beginning at 12 Noon until 7pm that evening, with winds predicated at 20-30 miles per hour, gusting to 45 miles per hour in the wind-prone areas. Mr. Prichard advised his wind meter was not operating correctly at the time of his investigation; therefore, "he took wind readings from the AQM monitoring station located on Toll Road; that at the time he wrote the Citation the wind speed was 21.2 miles per hour." Mr. Prichard advised the Hearing Board members have been provided with a print-out of the 1-hour wind speed averages for June 8, 2012, as measured from the AQM Monitoring Station on Toll Road.

In response to Mr. Ford regarding "what [Rilite Aggregate] was doing or not doing relative to the wind", Mr. Prichard advised employees of Rilite Aggregate "had started-up the machinery at a time" when the dust being generated from the operation of the equipment could not be controlled. Mr. Prichard stated, further, this operation is designated as a Federal New Source Performance Standards for Non-Metallic Mineral Processing Plants, within 40 CFR Part 60, Subsection OOO, which mandates a maximum "10% opacity at any one time"; that as a Certified Visible Emissions Evaluator he determined a "95% opacity" reading; therefore, he issued the Notice of Violation Citation. Mr. Prichard stated the violation would not have been as egregious had "it not been for the Federal Standards" requirement.

In response to Mr. Greene regarding the distance between Mr. Prichard, the conveyor and the aggregate pile when the photographs were taken, Mr. Prichard advised he was approximately sixty (60) yards from the conveyor and aggregate pile.

Mr. Serpa stated "with the winds in excess of twenty (20) miles per hour" he would question if "any of the dust actually left the site, as from the photographs, he does not see the plume rising above the ridge line."

In response to Mr. Serpa, Mr. Prichard advised while enroute on the highway he observed "a massive plume of dust"; however, "he cannot make the determination that it was leaving the property, as he is unaware of how large the [Rilite Aggregate] property is." Mr. Prichard advised upon arrival at the site he observed "sprinklers on the mounds, which is a requirement" of the Permit to Operate; however, "he did not observe any water on the conveyors." In response to Dr. Fitzgerald regarding water trucks and other complaints received, Mr. Prichard advised he did note a water truck operating on-site; that Air Quality Management did receive other dust complaints on this day [June 8, 2012].

*As was noted by Ms. Albee, Mr. Prichard was investigating another complaint at a different location when he was advised by dispatch of the complaint specific to Rilite; that the one citizen complaint had been received regarding the Rilite Aggregate Plant.*

Dr. Fitzgerald stated aggregate plant operations "have a history of dust emissions"; that she would question Rilite Aggregate's level of compliance and the complaints received in comparison to other aggregate plant operations in the area.

In response to Dr. Fitzgerald, Mr. Prichard advised Rilite Aggregate "probably receives a greater number of complaints because of the housing tracts encroaching on the property; that residents don't like the plant there; however, they knew it was there when they moved in."

Mr. Ford stated Staff's report indicates Rilite Aggregate was offered a fine of \$2,500 during the negotiated settlement meeting; that he would question why Staff is recommending a fine of \$10,000 to the Hearing Board.

In response to Mr. Ford, Mr. Prichard advised the initial recommended fine was for the amount of \$10,000.

In response to Mr. Ford, Ms. Albee advised during the negotiated settlement meeting Staff will review the findings of the violation; the level of cooperation of the individual or company; the acknowledgement that a violation had occurred; that corrective action has been taken or is planned. Ms. Albee stated it is Staff's intent to receive

assurance future violations will not occur. Ms. Albee stated when it is not possible to achieve a negotiated settlement Staff then recommends the levying of the fine initially recommended; that the fine recommended initially for this violation was \$10,000. Ms. Albee reiterated the major violation, for which Rilite was cited, is a Federal Standard. Ms. Albee advised Federal US EPA is currently conducting a national review of the enforcement programs as there is concern that the application of the enforcement for the Standards and the levying of fines has been very inconsistent. Ms. Albee stated the US EPA is attempting to promote consistency; that consistency entails "beginning with the maximum fine and working backwards, taking into consideration all aspects of the case." Ms. Albee advised "this was the rationale for recommending a \$10,000 fine" for the violation of the Federal Standard.

In response to Mr. Harris regarding the plant "having any type of dust suppression system (water system) over the conveyors; and if that would be common place", Mr. Prichard advised the Rilite plant does have such a system, as it is a requirement of the Permit to Operate. Mr. Prichard advised the Hearing Board members have been provided with a copy of the Permit to Operate in the packet. In response to Mr. Harris regarding the suppression system "being in operation on the day the Notice of Violation was issued", Mr. Prichard advised "he was unable to see if the suppression equipment" was in operation, as "the opacity was so heavy." Mr. Prichard advised the sprinkler systems on the mounds were in operation.

Mr. Chris Benna, President, Rilite Aggregate, being duly sworn, introduced Mr. Gary Roma, Operations Manager for Rilite Aggregate. Mr. Benna stated "obviously there is dust associated with the aggregate business"; that Rilite Aggregate "has always worked very well with the County" and the Staff of the Air Quality Management Division.

Mr. Benna stated in October 2009, Rilite Aggregate received a citation for dust emissions; that Rilite Aggregate was able to achieve a negotiated settlement with Staff for that Citation which was reduced to a written warning. Mr. Benna stated, "during that settlement negotiation", representatives of Rilite Aggregate met with Mr. Noel Bonderson, Air Quality Supervisor; and Mr. Dennis Cerfoglio, Senior Air Quality Specialist; the inspector for the region at that time, "in a very lengthy meeting." Mr. Benna stated representatives of Rilite and Staff worked "to develop a protocol" for this type of operation, as "there are so many factors involved in the start-up, shut down and operation of (an aggregate) business." Mr. Benna stated Rilite Aggregate "needs rules to follow as to what is allowable and what is not allowed", prior to a situation escalating to the issuance of a Notice of Violation. Mr. Benna advised the protocol agreed upon through the meeting in October 2009, was Rilite Aggregate will: prior to beginning of plant operation(s) the water truck will be utilized to wet-down the plant materials ensuring any residual materials from the previous day's operation will not generate dust emissions at the beginning of operations. Mr. Benna stated the plant does have foggers, which are in operation prior "to the introduction of materials." Mr. Benna advised once the plant is in operation, "the agreed upon protocol if [Rilite] cannot control the dust employees will begin shutting-down the plant; that if the dust emissions cannot be controlled within fifteen (15) minutes Rilite would contact Air Quality Management. Mr. Benna stated, when this protocol was determined Mr. Cerfoglio was "the first line of contact" for Rilite; that if unable to advised Mr. Cerfoglio Rilite was to contact Mr. Michael Osborn or Mr. Noel Bonderson."

Mr. Benna stated on June 8, 2012, when the Citation was issued "the wind was blowing hard; Rilite received the warning and had made the determination not to operate the plant that day, but would make repairs." Mr. Benna advised upon completion of the repairs the operators "made the decision to start the plant to ensure the repairs were good to begin operations the following morning." Mr. Benna stated the plant was started at approximately 2pm; that the foggers were on and the water truck was in operation; that as depicted in the photographs Rilite "was unable to

control the dust emissions." Mr. Benna stated, "Mr. Roma was assessing the situation"; therefore, "he was not in the scale house; that the plant operation was shut-down; and Mr. Cerfoglio called"; that while this was occurring "Mr. Prichard was already at the plant." Mr. Benna stated he was not there at the time this occurred; that Mr. Roma contacted him; that he asked Mr. Roma to have Mr. Prichard "wait until he could arrive and discuss what had occurred."

Mr. Benna stated, "the plant is on a meter, which indicates exactly how long the plant runs; that the plant had run for exactly thirteen (13) minutes when it was finally shut-down." Mr. Benna stated in the photographs provided to the Hearing Board members, it can be noted "there are no piles underneath the conveyor because they had just started the plant up." Mr. Benna advised the "material had fallen from a height of approximately eighteen (18) feet, hitting the ground, resulting in the dust emissions depicted in the photographs."

Mr. Benna stated he was unaware Mr. Prichard was the inspector for the Rilite Aggregate plant; that had he been aware of that he would have immediately contacted Mr. Prichard. Mr. Benna stated he contacted Mr. Cerfoglio, who advised him that "he was no longer the inspector in that area; and he [Mr. Cerfoglio] would contact the main office" regarding the notification, "per the protocol of notification of a problem; and that [Rilite] would be shutting-down." Mr. Benna stated "they [Rilite] have done what they were told to do."

Mr. Benna advised he met with Staff on July 10, 2012 to discuss a settlement offer; however, the position of Rilite was Rilite "followed protocol to the letter of what they were supposed to do. In thirteen (13) minutes [Rilite] had everything shut down"; that Rilite "did create dust" as noted in the photographs.

Mr. Benna stated, "everyday [Rilite] is dealing with the elements – different winds, different wind directions, different types of materials, the position of the sun, the humidity in the atmosphere, the moisture in the materials; that [Rilite] is not sure what they will get" until the plant is operating. Mr. Benna stated, "once the plant is operating" it is then determined "whether the plant will be kept up and running or if it will be shut-down." Mr. Benna stated "the reason for the protocol was to make that decision", as the employees "don't know what is going to happen" until plant operations are initiated. Mr. Benna stated Rilite "can do everything possible to prevent [dust emissions] with the water trucks, the foggers, emptying the plant at night"; however, "there are situations where this happens." Mr. Benna stated, "this does not happen every day"; however, "when it does happen there are protocols"; and Rilite "followed those."

Mr. Benna stated, "in this particular situation, the materials came out of the plant, after the repairs were done." Mr. Benna stated, "after the repairs were done, there must have been some materials left in the plant." Mr. Benna stated, after this incident Rilite inspected the conveyors to determine "how the conveyors discharge and what happened on this particular day." Mr. Benna stated, it was determined "the materials came through, and the wind was blowing", which resulted in "the fines blowing off the end of the belt that created the dust as it fell down." Mr. Benna stated, it was further determined "the foggers are above the conveyor", which in response to Mr. Serpa, "is why" the photographs do not depict "the dust rising, as the foggers take care of the dust rising." Mr. Benna stated the function of the foggers is for the "water molecule to attach to the dust and have it settle down on the ground."

Mr. Benna stated, as Rilite has done previously "when there has been a problem," Rilite attempts "to improve the situation." Mr. Benna presented a photograph of the conveyor belts (a copy of which was placed on file for the record), which had been photographed by Mr. Prichard; advising Rilite "made a modification adding a box to the end of the belt"; that "in the event of winds, which hit the end of the belt", the boxes reduce the impact as the materials "drop off the end of the conveyor belt." Mr. Benna stated, further, Rilite installed sprayers on the top and bottom of the box; therefore, "water is introduced both before and after the material drops" off the belt. Mr. Benna presented a photograph depicting the "introduction of the water and the material falling from the box." In response to Mr. Ford regarding the "shaded area", Mr. Benna advised the "gray area that looks like dust is actually water."

Mr. Benna stated, the day the Citation was issued the material coming off the conveyor belt was very dry; that Rilite "has made some improvements to try and control that situation." Mr. Benna stated, "he cannot say there will never be dust coming off this plant" again; however, "he can say there has not been dust coming off the plant in which [Rilite] did not abide by the protocol."

Mr. Benna stated, when dust is being generated Rilite "can shut-down the plant; notify Mr. Prichard; and do the right thing", which Rilite "has done in the past." Mr. Benna stated, Mr. Prichard referred to the "spray on top of the berm" indicating it was a requirement of the Permit to Operate; that "this was not a condition of the Permit to Operate; that that is something [Rilite] did on its own." Mr. Benna stated, Rilite installed the sprayer on top of the berm, as there is a large berm, which separates the houses from the pit; that the berm functions as "a shelter and the residents cannot see or hear the pit operation." Mr. Benna stated the sprinklers were installed on the top of the berm "to capture the fugitive dust emissions from the plant" and prevent those emissions from affecting the adjacent property" should the wind be blowing in that direction.

Mr. Benna stated, a review of the previous complaints and citations indicates "those occurred when the houses were constructed." Mr. Benna advised in 1966 Rilite "had entered into an agreement with area ranchers to use the access road; and maintained a good relationship with the surrounding neighbors." Mr. Benna stated, "when the houses were constructed one of the home builders adjacent to the plant told the people buying the homes that the plant operation would be going away in two (2) years." Mr. Benna stated "when Rilite didn't 'go-away' the residents started complaining." Mr. Benna stated, representatives of Rilite met with the neighboring residents to discuss what the issues were, at which time Rilite was informed the residents had been told the plant operation "was supposed to leave"; that the neighbors were advised "there was never any intention or agreement that the plant" would cease operation at that site when the houses were constructed. Mr. Benna advised "since that meeting there have been minimal complaints" from the neighbors; that the residents have been provided Rilite's phone contact information; and if there is an issue those individuals "call [Rilite] direct."

Mr. Benna stated, Staff referenced the "Federal New Source Performance Standards (NSPS); that he is unfamiliar with those Standards; that it was the consensus of Rilite there "was a protocol to follow; that [Rilite] has been following that since 2009; that [Rilite] continues to follow it; and followed it that day."

Mr. Benna reiterated "there was dust that day"; however, Rilite ceased operations; that Rilite "called and did exactly what they were supposed to do; and they were still cited."

In response to Mr. Benna regarding the Federal New Source Performance Standards, Ms. Albee advised the Federal New Performance Standards were established by US EPA for separate industries; that as noted, Rilite Aggregate processing plant is "OOO"; that these "are operational standards for the specific industry. Ms. Albee advised the Standard for Non-Metallic Mineral Processing Plants stipulates "the aggregate equipment operation (i.e., screening, crushing, and conveyors), will not result in an opacity that exceeds 10%." Ms. Albee stated, "for on-property control, aggregate plants should be able to operate within the 10% opacity Standard with no problem; that this Standard has been condition #4 of the Permit to Operate for the seventeen (17) years she has worked in Air Quality Management." Ms. Albee stated, although it is referenced as "the New Source Performance Standard, it is not new"; that it has been in effect for a number of years. Ms. Albee stated, Staff does encourage permit holders to read and review the conditions of the Permit to Operate; that any questions can be answered by Staff; that previously Staff did review the conditions of the Permit to Operate to ensure permit holders were "aware of what each of the conditions were."

In response to Mr. Serpa regarding the Standard referred to as "New Source Performance", Ms. Albee advised the reference is "for any plants, which have been reconstructed or modified after 1986"; therefore, when it was adopted it applied to "any plants which were new from that date forward."

In response to Mr. Serpa regarding "the protocol to which Mr. Benna referred", Ms. Albee advised she had no knowledge of the "protocol." Ms. Albee advised the Air Quality Management Division has new administrative personnel, including a new Division Director, a new Branch Chief, new Supervisors, and a new Health Officer. Ms. Albee stated, "there have apparently been previous 'agreements and protocols established' with certain sources, which were never written down", and of which she was unaware. Ms. Albee stated, as the Permitting Engineer for these sources, she "has always relied on the conditions of the Permit; that conditions A-F are standard conditions on all Permits to Operate." Ms. Albee stated condition E. addresses issues of equipment failure requiring the Air Quality Management office to be verbally notified in accordance with the Regulations. Ms. Albee stated the responsible individual for the Permit to Operate will advise the Air Quality Management Division of the approximate amount of time there will be "upset/breakdown conditions." Ms. Albee advised the holder of the Permit to Operate is then responsible for formally notifying the Air Quality Management Division, in writing, of the conditions resulting in the upset/breakdown; the length of the operations during the upset/breakdown condition(s); and the repairs implemented to address the upset/breakdown. Ms. Albee stated this notification allows for Staff to be aware of an upset/breakdown; therefore, should a complaint be received Staff can advise 'Air Quality Management is aware a problem exists; that the company/source is in the process of addressing it; and an investigator will not be dispatched to the site for a complaint investigation.' Ms. Albee stated, Staff can then provide a complainant with an estimate of time as to when the problem should be resolved.

Later in the meeting in response to Mr. Serpa, Mr. Kevin Dick, Director, Air Quality Management, advised, Staff does not have the authority "to enter into agreements, which are contrary to Federal Law; that the referenced Standard is a Federal permit requirement." Mr. Dick stated, Staff is attempting to be consistent with the enforcement of the requirements of the Regulations and Federal Law, including permitted sources, which can be federally regulated.

Ms. Albee stated during the negotiated settlement meeting, she did provide Mr. Benna and Mr. Roma with the "general information business card, which lists the office contact number", requesting "in the future the office be contacted immediately" during any upset-breakdown. Ms. Albee stated with the hands-free cell phone law it is not

always possible for one of the inspectors to be able to answer a call notifying of an upset/breakdown; that front office Staff are also aware of who is on-duty, who may be out ill or on vacation; and therefore, know who would need to be notified of a potential problem. Ms. Albee advised Mr. Cerfoglio did contact her immediately after Mr. Roma had contacted him; however, this occurred after Mr. Prichard had responded to the complaint and issued the Citation.

Ms. Albee advised “any protocols” as referred to by Mr. Benna, “have to be in a written format and executed by both parties; and a copy included in the source file for reference for incidences of this type; and to ensure everyone is aware of them.” Ms. Albee stated “with nothing in writing, as a Supervisor, she can only consider the conditions of the Permit to Operate.”

Ms. Albee stated, a review of the case file does indicate numerous complaints when the houses were being constructed; however, as noted, no action was taken. Ms. Albee stated Staff will respond to all complaints; however, if Staff does not observe the occurrence of a violation no action will be taken; that Staff responded to those complaints; however, there no violations of the Regulations occurring.

In response to Dr. Fitzgerald regarding no citations being issued since 2009 and Rilite's level of compliance, Ms. Albee stated Rilite has been very compliant. Ms. Albee stated, Rilite has been very accommodating, meeting with the neighbors to explain the plant processing operations and advising there will always be “start up dust in the morning which is an acceptable condition of the start-up process.”

Ms. Albee stated the area is prone to inversions; that unfortunately Rilite is located “right below the inversion line; that the emissions will rise, hit the inversion line and begin drifting off.” Ms. Albee stated Rilite has the ability to “have a very good operation; and the majority of the time they are an excellent operation; however, on this day, at this time, [the violation] is what was documented; and Staff took an action.”

In response to Mr. Ford regarding the “protocol” to which Mr. Benna referred being “put in writing”, Ms. Albee advised that “it would not be put in writing as there is a condition of the Permit to Operate specifically stipulating how an upset/breakdown is to be addressed.” Ms. Albee stated the Regulations are more specific than what Mr. Benna presented; that these requirements are included in the [District's] State Implementation Plan (SIP); that the District must adhere to the SIP per the mandates of EPA.

In response to Mr. Ford regarding the issuance of Red Flag Warnings, Mr. Benna advised the Red Flag Warnings are notifications of high winds; that Rilite does shut-down operations for the high wind warnings.

In response to Mr. Ford regarding the “cost of retrofitting the diffusion water boxes”, Mr. Benna stated the cost was approximately \$7,000; that there are three (3) of these boxes, two (2) of which can be seen in the photograph” he submitted. In response to Mr. Ford regarding the “[remaining] life of the operation”, Mr. Benna advised the plant will be in operation “as long as there is material.” Mr. Benna stated, in 2005 Rilite had the site inspected by an engineer who advised the “site had twenty (20) years of material” remaining; however, that was prior to the recession; that the site “may have twenty-five (25) years of materials remaining.” Mr. Benna advised Rilite is required to prepare a Mining Plan and a Reclamation Plan for the site.



In response to Mr. Ford regarding the comment Rilite Aggregate plant would be closing in two (2) years, Mr. Benna stated, a number of the home owners had indicated to him that the plant would be closing within two (2) years of the construction of the homes. Mr. Benna stated, "as that comment had been received from more than a couple home owners", Rilite presumed it was initially a comment from those individuals selling the homes.

Mr. Greene asked a question of Mr. Roma, at which time Mrs. Janet Smith, CAP, Recording Secretary advised Mr. Roma had not been sworn in; therefore, it would be necessary for Mr. Roma to be sworn in prior to answering questions of the Hearing Board members.

Mr. Greene questioned "once the decision is made to cease operations, how long does it take to mechanically shut-down the plant and for the dust to settle", Mr. Benna advised the plant has fourteen (14) belts, two (2) crushers; and two (2) screening plants; therefore, it does take a number of minutes to shut-down the operation." Mr. Benna stated "shutting down operations all at once would result in burying the plant requiring someone to get inside and dig it out." Mr. Benna advised it would require "a minimum of ten (10) minutes to shut the whole plant down."

Dr. Fitzgerald stated Mr. Benna indicated Rilite started up the plant at approximately 2pm and then operated it for approximately thirteen (13) minutes; however, the complaint was received by the Air Quality Management Division at 12:45pm. Dr. Fitzgerald stated she would question "what caused the dust complaint at 12:45pm.:

In response to Dr. Fitzgerald, Mr. Benna advised he is unaware of what could have caused the dust complaint at 12:45pm that day. Mr. Benna stated a review of the location depicts conditions and areas which can generate dust that is not from the Rilite Aggregate plant site. Mr. Benna stated at 12:45pm Rilite would have had a water truck operating had the plant been in operation.

Mr. Benna stated Ms. Albee referred to the wind warning of that day; that when a wind warning is received Rilite has the water truck operating "running over the dry ground; that the water truck will actually stir up the initial dust as it is wetting it down."

Ms. Albee advised the Board Mr. Cerfoglio believed it would be best to recuse himself from tonight's hearing, as Mr. Cerfoglio's father went to high school with Mr. Benna's father.

Mr. Ford stated the Rilite Aggregate plant "is a long-standing operation and a responsible operation; that he is impressed" Rilite took the initiative to install the diversion water boxes on the end of the conveyor belt after this Citation was issued. Mr. Ford stated "it is unfortunate the [referenced] protocol was not in writing"; however, he understands, as Ms. Albee indicated "it would not have been consistent with the Air Quality Management Regulations."

Mr. Ford stated, Rilite has "done a good job; has been a good compliant operator doing the right thing"; however, it was a windy day, there was blowing dust; and there was mitigating circumstances." Mr. Ford stated a monetary penalty would be justified; however, he is not in agreement with the recommended \$10,000 fine "in this particular incident." Mr. Ford stated, "a \$1000-1500 fine may be more appropriate to 'get [Rilite's] attention'; and to follow-through and be consistent; that he has no idea how similar cases were addressed, handled and adjudicated in the past for crushing operations cited for dust violations."

Mr. Ford stated "it should be noted that Rilite took the initiative to install the diversion water boxes at the end of [the conveyor belts] in an attempt to address [the violation]. Mr. Ford stated, Rilite Aggregate had "what they believed was a 'gentleman's agreement' regarding how to function in those types of situations"; and that should be taken into consideration. Mr. Ford stated he would recommend both the appellant and Staff "to have improved communication."

### MOTION

Mr. Ford moved that based upon the testimony and evidence presented, a violation of Section 040.030 (Dust Control) [minor violation]; and Section 030.2175 (Operations Contrary to Permit) [major violation] of the Washoe County District Board of Health Regulations Governing Air Quality Management did occur and that it be recommended to the District Board of Health that the **appeal of RILITE AGGREGARE COMPANY, be denied and Citation No. 5017, Case No. 1090 be upheld** and a fine in the amount of **\$1200** be levied against Rilite Aggregate Company for **both a minor and major violation.**

The motion was seconded by Dr. Fitzgerald.

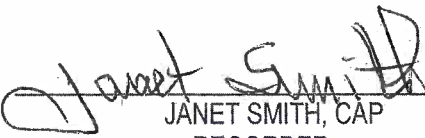
Mr. Harris stated, "as a mining and environmental attorney, he is very sympathetic of an operation that is being 'crowded-out'; that there is a legal phrase 'moving to a nuisance'; which is a concern for companies that need to buffer against encroachment and the issue(s) that naturally arise" from these situation(s). Mr. Harris stated, "it is his opinion the company has acted very responsibly in addressing this issue." Mr. Harris stated, he "will vote to uphold the fine"; however, "he wants the record to indicate Rilite Aggregate has done a great deal to mitigate any future discharge of this sort." Mr. Harris stated, he "fully understands the Staff's necessity of enforcing the laws; that he hopes the recommended fine, which he will also agree to, will be suitable admonishment."

In response to Mr. Ford regarding previous citations of this type, Mr. Greene stated during his tenure on the Board he does not remember a hearing for this type of operation. Mr. Greene advised, previously the Board has determined contingency fines – stipulating the fine will be a certain amount if corrective measures within a specific time frame are achieved (i.e., requiring asbestos training), to which there is a monetary fee, and a different amount should those corrective measures not be taken. Mr. Greene stated, Mr. Benna did testify Rilite expended approximately \$7,000 in expenditures for improvements to the operation; therefore, "he, too, is comfortable in supporting the motion."

The motion was reiterated and carried unanimously for **approval.**

Mrs. Janet Smith, CAP, Recording Secretary, advised Mr. Benna of his further right to appeal the Hearing Board's recommendation to the District Board of Health, in writing, within five (5) days of today's hearing.

  
\_\_\_\_\_  
JON GREENE, VICE CHAIRMAN  
AIR POLLUTION CONTROL HEARING BOARD

  
\_\_\_\_\_  
JANET SMITH, CAP  
RECORDER

**APPEAL TO THE DISTRICT BOARD OF HEALTH  
FROM RILITE AGGREGATE COMPANY  
DATED 8-7-2012**



# WASHOE COUNTY HEALTH DISTRICT AIR QUALITY MANAGEMENT DIVISION



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

The Air Pollution Control Hearing Board has been established pursuant to Section 020.025 of the Washoe County District Board of Health Regulations Governing Air Quality Management, and Section 020.0251 authorizes its jurisdiction in hearing appeals from any aggrieved person. This Board is comprised of volunteers appointed by the District Board of Health, who meet the qualifications required in Section 020.025.

Appeals heard today, August 7, 2012, will be forwarded to the District Board of Health with a recommendation, as set forth in Section 020.0251 (D), and will be reviewed at their next regularly scheduled meeting, Thursday, Sept 27, 2012, at 1:00 p.m. At the discretion of the District Board of Health, all appellants may provide further testimony regarding their case at that time. Appellants must indicate in writing, in a letter addressed to the District Health Officer, within five (5) days of today's hearing, that they wish to be heard at the District Board of Health meeting.

*Rilite Aggregate Company*  
*Case No. 1090*  
*JOV No. 5017*

Appellant's Signature

8/7/12

Date

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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**RILITE AGGREGATE COMPANY  
PHOTOGRAPHS HANDED IN AT THE APCHB MEETING  
ON AUGUST 7, 2012**



Oilfield Associated Equipment Co. Ltd. No. 10910



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# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



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

DATE: August 7, 2012

TO: Air Pollution Control Hearing Board

FROM: Kevin Dick, Director, Air Quality Management

SUBJECT: Rilite Aggregate Company – Case No. 1090  
Appealed Citation No. 5017  
Agenda Item: 4. a.

### Recommendation

Air Quality Management Division Staff recommends that Citation No. 5017 be upheld and a fine of \$10,000 be levied against Rilite Aggregate Company for violation of permit conditions resulting in excess emissions from the aggregate processing equipment and failure to provide adequate fugitive dust control. Air Quality Permit to Operate No. D93A was issued for the aggregate crushing and screening operation located at 9208 Western Skies Drive in Reno, Nevada. Condition No. 4 of the permit states, "All operations must comply with the Federal New Source Performance Standards (NSPS) for Non-Metallic Mineral Processing Plants, 40 CFR Part 60, Subpart OOO. Therefore, the opacity from any transfer point or crusher/screen must not exceed 10%." The Citation was issued for violations of the District Board of Health Regulations Governing Air Quality Management, specifically a major violation of Section 030.2175, Operations Contrary to Permit, and a minor violation of Section 040.030, Dust Control.

Recommended Fine: \$10,000.00

### Background

On June 8, 2012, AQ Specialist II Wallace Prichard was dispatched to 9208 Western Skies Drive in Reno, Nevada for a dust complaint. The complaint was received by the Air Quality Office Staff at 12:45 pm and delivered to AQ Specialist Prichard at approximately 1:00 p.m. AQ Specialist Prichard had been previously dispatched to another dust complaint so he was not able to arrive on site until 2:10 p.m. On his way to the complaint site, AQ Specialist Prichard was traveling south on U.S. 395 towards the Mount Rose/Geiger Grade interchange. From the highway, AQ Specialist Prichard observed a large dust plume being generated from the Rilite pit area. When he arrived at the Rilite Aggregate Company facility, AQ Specialist Prichard observed significant dust emissions from the operation of the aggregate plant for a period of no less than 5 minutes. AQ Specialist Prichard, who is a Certified Visible Emissions Evaluator, took pictures of the aggregate plant to document the emissions which he estimated to be in excess of 95% opacity. AQ Specialist Prichard was able to



August 7, 2012

APCHB/Rilite Aggregate Co/Case 1090

Page 2

make contact with Mr. Gary Roma, the plant manager, to inform him of the dust complaint. AQ Specialist Prichard discussed the high wind warning email that had been distributed by the Air Quality Office that morning advising all necessary precautions be taken to control dust during the wind event. Additionally, Condition No. 2 of the permit to operate states "The operator must implement acceptable methods to prevent airborne particulate matter created as a result of this facility...Any and all of the following methods must be in use as necessary to control the fugitive emissions generated from equipment operations or wind: water trucks, sprinklers, ...cessation of operations." (Emphasis added.)

Based on his observation of the aggregate plant operations, , AQ Specialist Prichard issued Notice of Violation Citation No. 5017 for operations contrary to the permit to operate conditions resulting in excess emissions and failure to control fugitive dust. An appeal form was provided to Mr. Roma with the Notice of Violation.

On July 10, 2012, AQ Branch Chief Charlene Albee and AQ Specialist Wallace Prichard met with Mr. Chris Benna, President and Gary Roma, Plant Manager from Rilite Aggregate Company, for a negotiated meeting. AQ Specialist Prichard presented all of the facts of the case, including photographs, to Mr. Benna and Mr. Roma for their review. After consideration all the facts presented in the case, AQ Branch Chief Albee offered to settle the matter for a fine of \$2,500. An appeal form was given to Gary Roma. After several days of consideration, Mr. Benna of Rilite Aggregate Company decided to appeal NOV Citation No. 5017 to the Air Pollution Control Hearing Board at its next scheduled meeting.

### Alternatives

1. The Air Pollution Control Hearing Board may determine that no violation of the Regulations has taken place and dismiss Citation No. 5017.
2. The Board may determine to uphold Citation No. 5017 and levy any fine in the range of \$0 to \$10,000 per day.



Kevin Dick, Division Director  
Air Quality Management

KD/DC: ma



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



**NOTICE OF VIOLATION**

NOV **5017**

DATE ISSUED: 6/8/2012

ISSUED TO: Rilite Aggregate Co. PHONE #: 853-1463  
 MAILING ADDRESS: 3025 Mill St CITY/ST: Reno, NV ZIP: 89  
 NAME/OPERATOR: Gary J Roma PHONE #: 750-9441  
 DRIVER LICENSE #/SSN \_\_\_\_\_

YOU ARE HEREBY OFFICIALLY NOTIFIED THAT ON 6/8/2012 (DATE) AT 1430 hrs. (TIME), YOU ARE IN VIOLATION OF THE FOLLOWING SECTION(S) OF THE WASHOE COUNTY DISTRICT BOARD OF HEALTH REGULATIONS GOVERNING AIR QUALITY MANAGEMENT:

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> MINOR VIOLATION OF SECTION: | <input checked="" type="checkbox"/> MAJOR VIOLATION OF SECTION:            |
| <input checked="" 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: Dust from equipment uncontrolled and failure to supply enough water to control dust.

LOCATION OF VIOLATION: 9208 Western Skys Drive

POINT OF OBSERVATION: Equipment

Weather: Cloudy Wind Direction From: N E S W (W)

Emissions Observed: at site  
 (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 6/8/2012 (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 are further advised that within ten days of the date of this violation you may submit a written notice of appeal to the Chairman, Hearing Board, P.O. Box 11130, Reno, Nevada 89520, Failure to submit a notice of appeal in the time specified will result in submission of this violation to the District Board of Health, together with a request that an administrative fine be levied against you. If you do not wish to file an appeal the appropriate fine may be paid at the District Health Department.

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

Signature Gary Roma Date: 6/8/2012

Issued by: Wallan Prichard Title: Air Quality Specialist

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

COMPLAINT INVESTIGATION REPORT  
Washoe County Air Quality Management Division

Complaint Number: **CMP12-0132**

Complaint Status: NOV

Source of Complaint: CITIZEN

Complaint Type: GENDUST

Date Received: 06/08/2012

Time: 12:45:00 PM

Inspector: WPRICHARD

Inspector Area: 4

Complaint Description: NOV CITATION 5017 - CASE 1090 - APCHB 8/7/2012 - BLOWING DUST FROM PLANT AREA - NO SPRINKLERS ON THE SLOPES

Address: 9208 WESTERN SKIES DR WCTY

Location:

Parcel Number: 01673011

Related Permit Number: D93A

Complainant:

ANONYMOUS

Responsible Party:

RILITE AGGREGATE CO  
CHRIS BENNA, PRESIDENT  
3025 MILL ST  
RENO, NV 89502  
775-853-1463

Investigation:

Blowing dust from plant area-no sprinklers on the slopes.

On June 08,2012 Air Quality Specialist Prichard received a dust complaint (CMP12-0132) from Air Quality Management at 1:00p.m. The complaint was called into the office at 12:45p.m.from an anonymous citizen. The complainant stated that a 100 foot dust plume was coming from Rilite Aggregate Pit.

Air Quality Specialist Prichard arrived on Rilite Aggregate property at 2:10 p.m. When approaching the site, Specialist Prichard was traveling south on Highway 395 and off to the left Specialist Prichard was able to see the dust plume from the Damonte Ranch Parkway. The time was 1355 when the dust plume was first noticed..

Upon arriving Specialist Prichard was unable to locate a responsible party at the office. Specialist Prichard then proceeded to the area where equipment was operating. The dust being created by the crusher, screening plant and conveyors was horrendous. The opacity of the dust cloud was greater than 95%, obscuring most of the equipment that was operating and the surrounding area in the pit.

Condition #4 of the Permit to Operate #D93A, issued to Rilite Aggregate Company, states that all

operations must comply with Federal New Source Performance Standards (NSPS) for Non-Metallic Mineral Processing Plants, 40 CFR part 60 Subpart OOO. Therefore, the opacity from any transfer point or crusher/screen must not exceed 10%. The opacity observed from the equipment constitutes a violation of District Regulation 030.2175, operation contrary to permit.

The Violation of Section 040.030 Dust Control, Standards, Visible Emissions Prohibition: The owner and/or operator of a source engaging in dust generating activities shall not allow visible fugitive dust emissions for a period or periods accumulate more than five (5) minutes in any hour. This also constitutes a violation of District Regulation 040.030.

Specialist Prichard watched the operation for a few minutes and took four (4) pictures from different locations in front of the plant. Specialist Prichard returned to the maintenance building trying to find the person in charge. While at the maintenance area I was able to locate Gary Roma the person in charge of the plant. Mr. Roma shut the operation down immediately and stated that it had only been operating for fifteen (15) minutes.

Specialist Prichard first noticed the dust plume at 1355 traveling south on Highway 395. His location at that time was the Damonte Ranch Parkway, five miles from 9208 Western Skies Drive. Driving time from Damonte Ranch Parkway was 15 minutes to arrive at the site and 5 minutes watching the plant operate while taking pictures. Specialist Prichard observed at least 20 minutes of excess emissions.

On June 08,2012, the National Weather Service issued a Red Flag Warning which was in effect from noon until 7:00 pm. Southwest to west winds from 20 to 30 mph, gusting to 45 mph in the wind prone areas. Specialist Prichard was unable to take an onsite wind reading at the time because the wind meter malfunctioned. Specialist Prichard contacted the Monitoring Branch of Air Quality and requested the hourly wind speeds that were monitored at the Toll Road Air Quality Monitoring Station. The monitoring station is approximately one mile southwest of Rilites Plant. The average wind speed at the time the citation was issued was 21.2 mph.

Specialist Prichard stated that under the current conditions the plant should never have been started up in the first place. It was very clear that the fugitive dust being generated by the equipment operating and the conveyor drop points were not being controlled as required by Federal and District regulations.

Specialist Prichard issued Notice of Violation Citation #5017 for non-compliance with the following sections of the Washoe County District Board of Health Regulations Governing Air Quality Management: (1) Section 030.2175, Operation Contrary to Permit, this is a Major Violation; and (2) Section 040.030, Dust Control, this is a Minor Violation.

Branch Chief Charlene Albee was notified on June 08,2012 , at 1530 hours that there was a documented Violation of Permit Conditions and a NOV Citation was issued.

Enforcement Activities

Warning Citation..:

NOV.....: 06/08/2012

Citation Number: 0

NOV Number....: 5017

Case Number.....: 1090

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

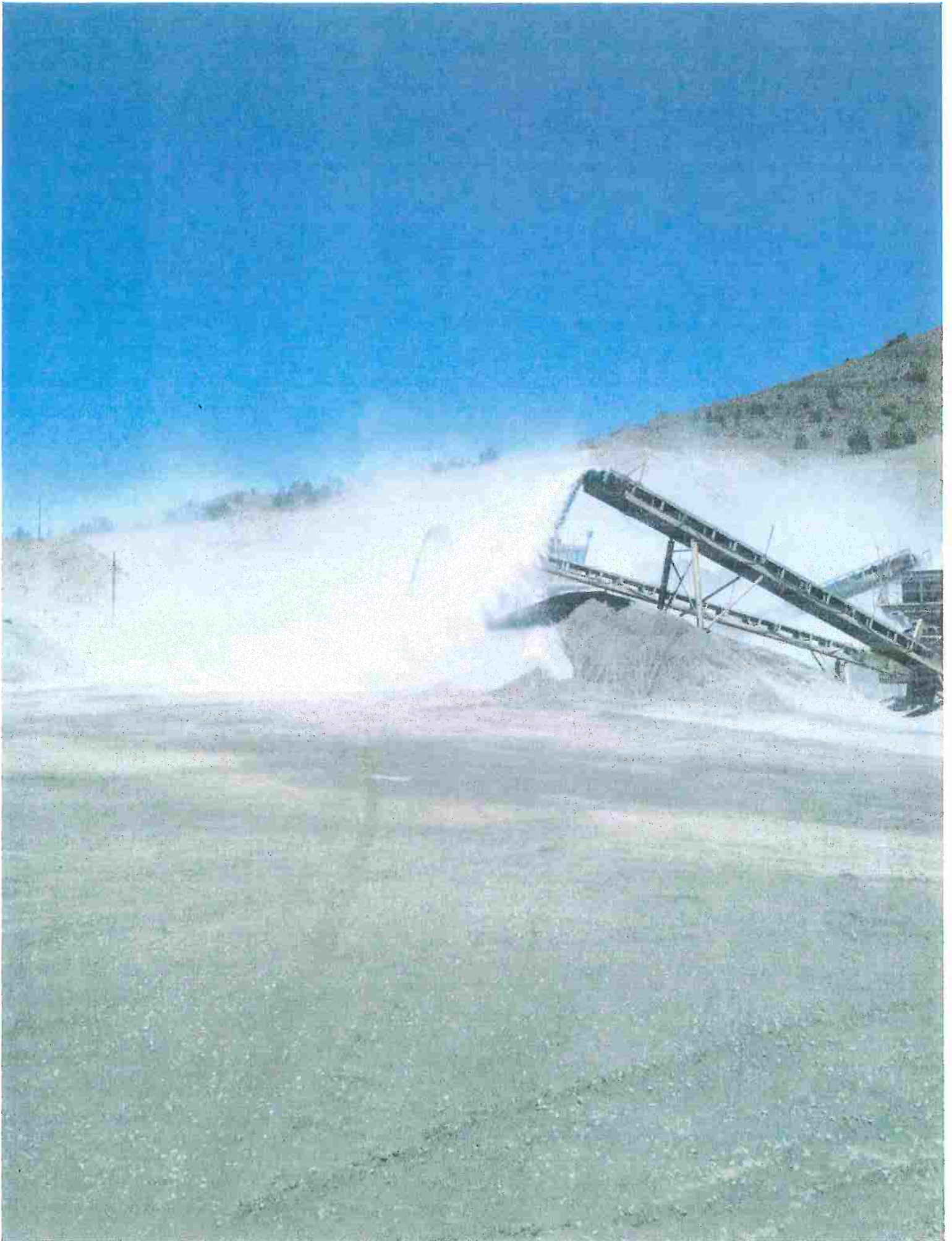
Amount.....: \$0.00  
Amount.....: \$0.00

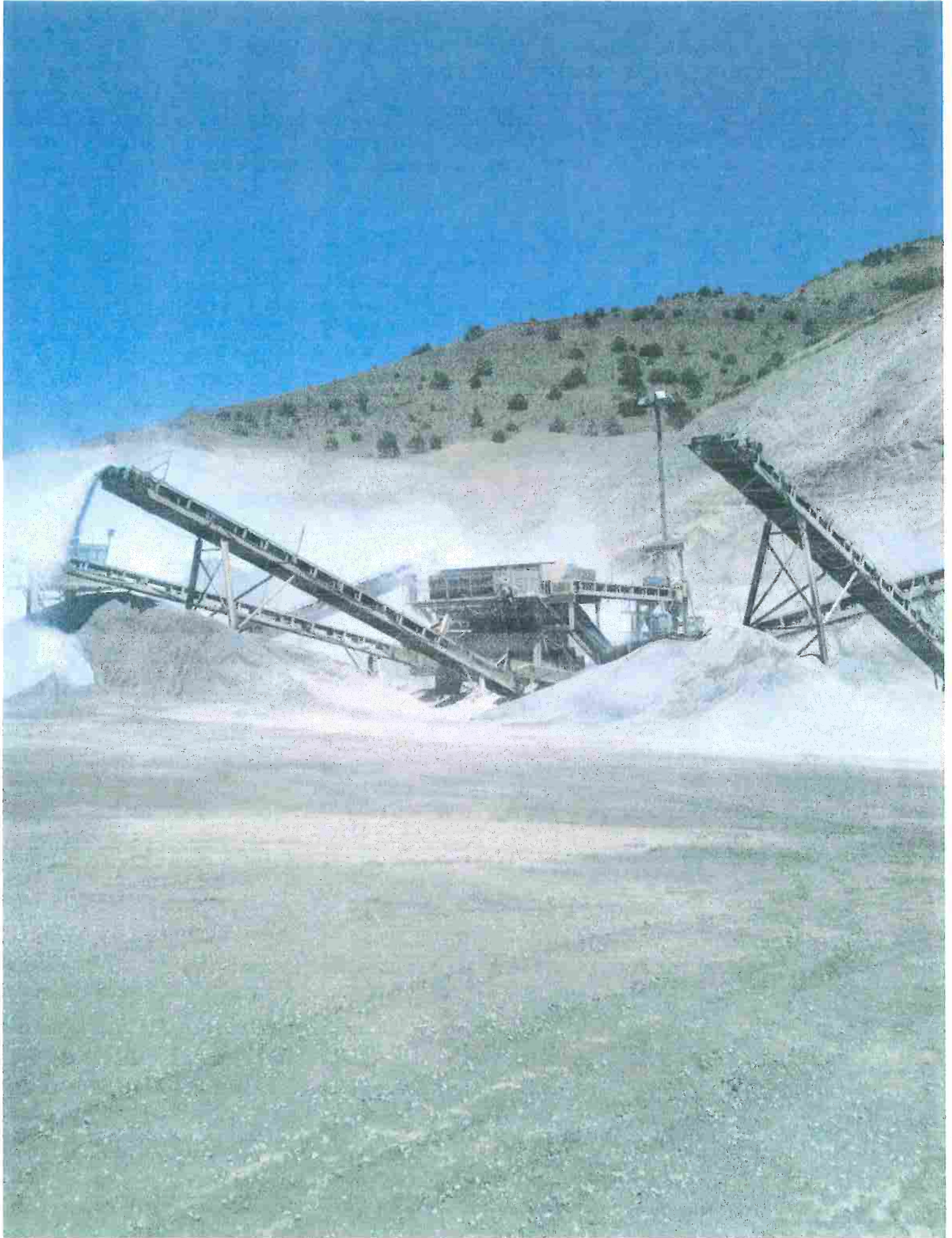
Status Information

Initialized By.....: CALBEE  
Date Assigned.....: 07/25/2012

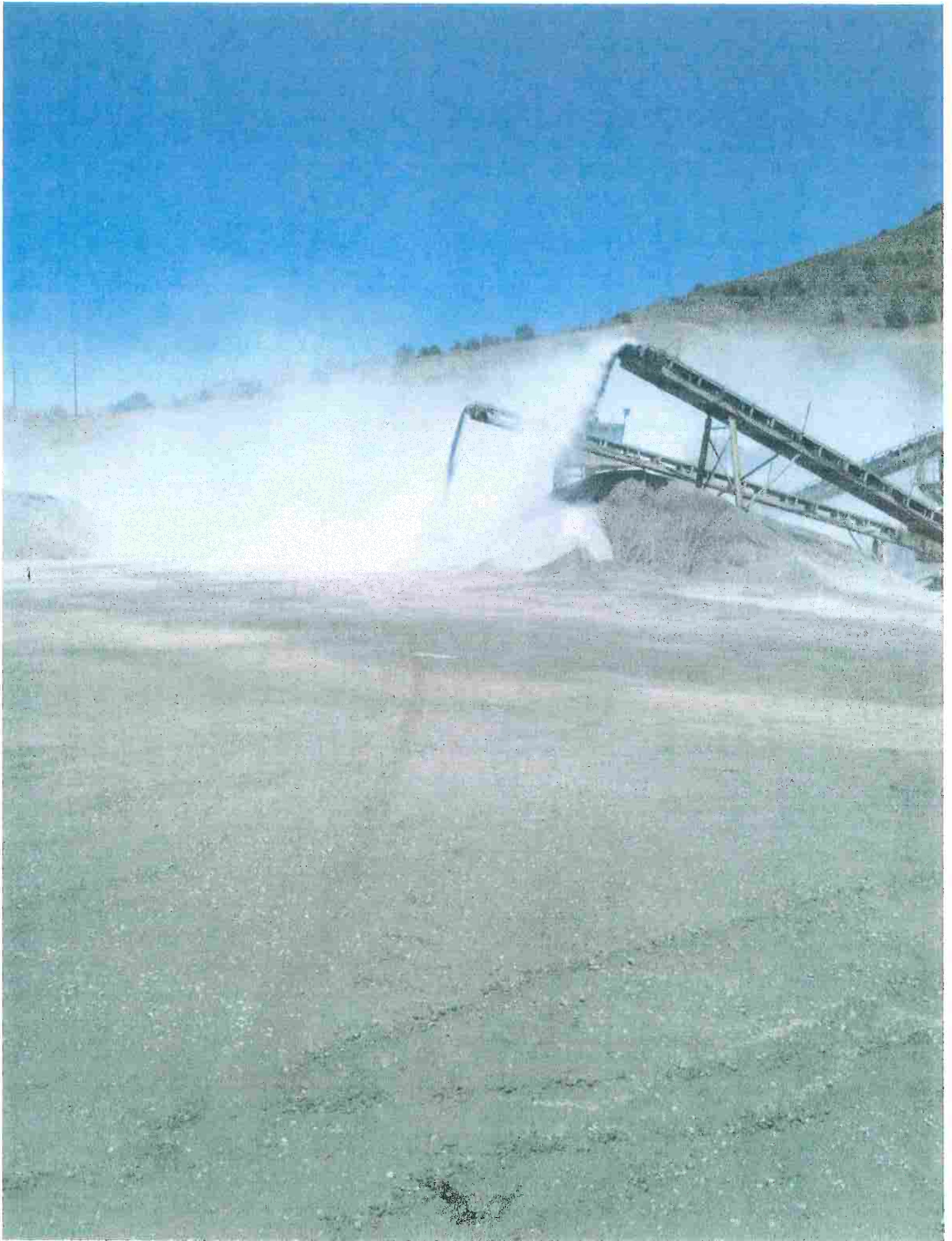
Completed Date...:  
Completed By.....:

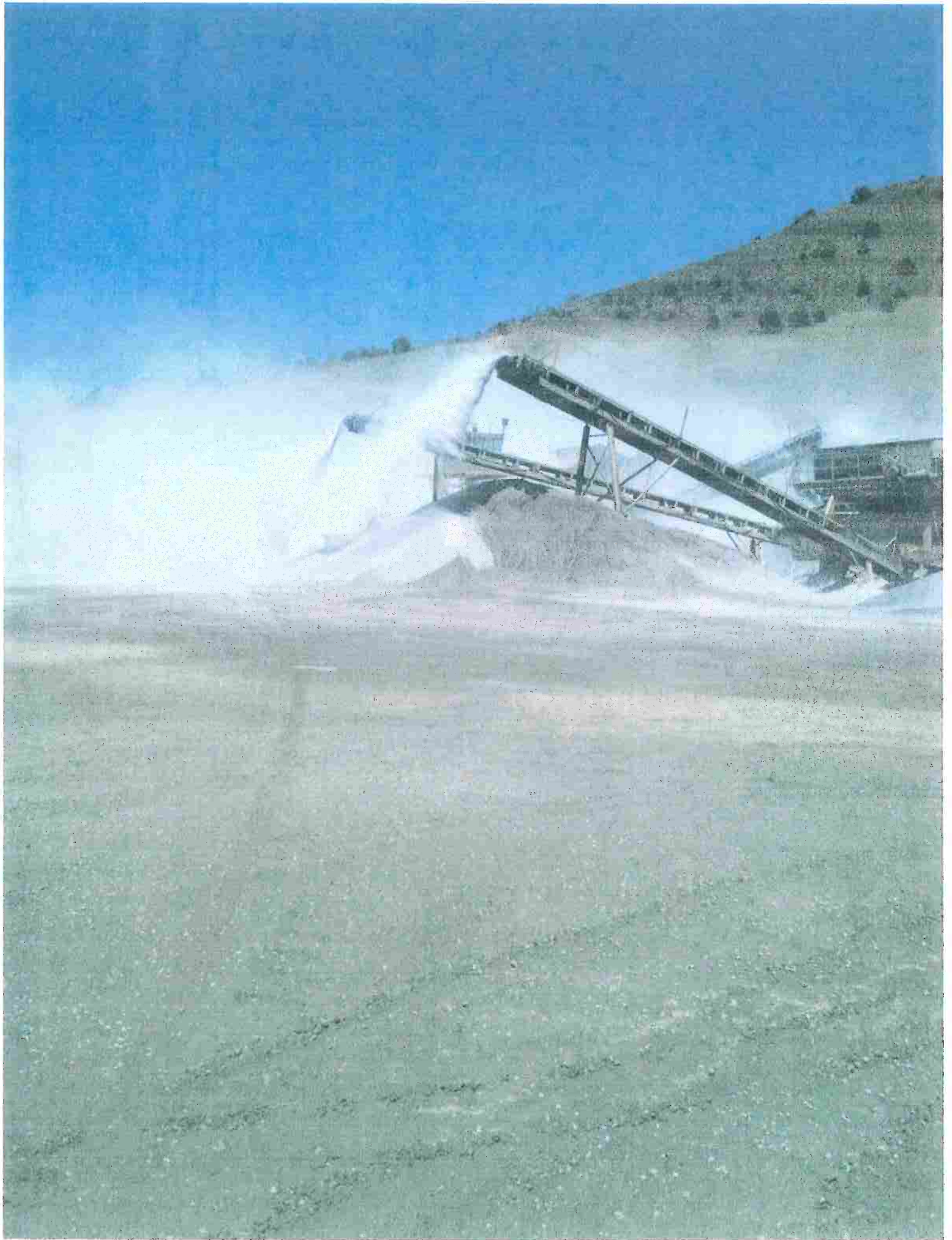
PHOTOS OF THE RILITE AGGREGATE PIT  
TAKEN BY AIR QUALITY SPECIALIST WALLY PRICHARD  
JUNE 8, 2012













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

**A PETITION TO THE HEARING BOARD**

PETITIONER: Rilite Aggregate PHONE: 775-742-6920

ADDRESS (MAILING): 3025 Mill St Reno ZIP CODE: 89502

ADDRESS (PHYSICAL LOCATION): 9208 Western Skies Dr Reno 89511

EQUIPMENT OR PROCESS REGISTERED WITH CONTROL OFFICER?  
YES X NO     

APPEAL OF ORDER     X    

APPEAL OF VIOLATION     

REQUEST FOR VARIANCE     

NOTICE OF VIOLATION RECEIVED: # 5017 DATE: 6/8/12

REGULATION INVOLVED: SECTION: 040:030 ; 030:2175

BASIS FOR APPEAL/VARIANCE: Plant was not operated  
on 6/8/12. Down for repairs. Wind blowing  
in excess of 45 mph. Water truck running  
all day. When repairs were finished we tested  
plant for 13 minutes + then shut down. Prior  
to testing plant we turned on water on beam  
+ had water truck spraying plant.

FILED BY:

Christopher D Benna  
Name (Type or Print)

President  
Title

[Signature]  
Signature

6/8/12  
Date

**AIR QUALITY MANAGEMENT  
PERMIT TO OPERATE D93A  
ISSUED TO RILITE AGGREGATE COMPANY**



# PERMIT TO OPERATE

An Air Pollution Emission Source

No. D93A

Issued By Air Quality Management Division, Washoe County Health District

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

RILITE AGGREGATE CO. Gen Air - Sand & Gravel

ISSUED TO:

ADDRESS: 3025 MILL STREET, RENO NV, 89502

LOCATION: 9208 WESTERN SKIES DR., RENO, NV 89511

EQUIPMENT COVERED UNDER THIS PERMIT AGGREGATE CRUSHING AND SCREENING PLANT, NORDBERG JAW CRUSHER, CANICA 105 CRUSHER, (2) JCI SCREENS, AND ASSOCIATED CONVEYORS

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

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

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

**ADDITIONAL CONDITIONS:**

- 1: The annual throughput/consumption figures must be submitted in writing to the A.Q.M.D. no later than the 20th of the month, approximately 6 weeks prior to the expiration date of the permit.
- 2: The operator must implement acceptable methods to prevent airborne particulate matter created as a result of this facility. Fugitive emissions of particulate matter can result from aggregate operations, haul roads, stock piles, other equipment operations, and any surface area where the natural vegetation has been disturbed. Any and All of the following methods must be in use as necessary to control the fugitive emissions generated from equipment operations or wind: water trucks, sprinklers, wind fencing, revegetation, chemical sealants, cessation of operations, etc.
- 3: Fogging water sprays must be applied to any potential emission point (i.e. crushers, screens, conveyer drop points, etc.) when the plant is in operation. An equivalent pollution-control method(s) may be used upon approval from the Air Quality Management Division.
- 4: All operations must comply with federal New Source Performance Standards (NSPS) for Non-Metallic Mineral Processing Plants, 40 CFR part 60 Subpart 000. Therefore, the opacity from any transfer point or crusher/screen must not exceed 10%.
- 5: All haul truck loads will be treated (water sprays, tarping, etc.) so that no fugitive dust will be generated during transport -- Section 040.030.5.
- 6: Any soil tracked onto adjoining paved roadways will be promptly removed by washing or broom.
- 7: Mobile diesel equipment must not idle for more than 15 minutes -- Section 040.200.

Joseph P. Isen MDD/PH, MS  
CONTROL OFFICER

03/31/2013  
EXPIRATION DATE

\$479.00  
ANNUAL RENEWAL FEE

D93A  
PERMIT NO.

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

# RECOMMENDED FINE WORKSHEET

DATE: 6-8-2012 CASE NO.: 1090 NOV NO.: 5017

COMPANY NAME: Rilite Aggregate Company

CONTACT NAME: Chris Benna, President – Gary Roma, Plant Manager

VIOLATION OF SECTION(S): 040.030 Dust Control & 030.2175 Violation of Permit Condition

(MINOR & MAJOR)

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

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

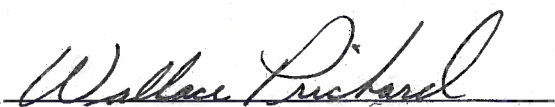
1. **DEGREE OF VIOLATION:** (The degree to which the person/company has deviated from the regulatory requirements)                      MINOR                      MODERATE                        MAJOR    
Dust from equipment and operating during a high wind warning.

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

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

4. **ADDITIONAL COMMENTS:**

RECOMMENDED FINE:   \$10,000  

  
AQ SPECIALIST'S SIGNATURE

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

**AIR QUALITY MANAGEMENT  
CHRONOLOGY OF COMPLIANCE ACTIONS**



CHRONOLOGY OF COMPLIANCE ACTIONS

Rilite Aggregate Co.

Notice of Violation - WARNINGS

<u>Date</u>	<u>Action</u>	<u>Reason</u>
<u>03/07/1994</u>	<u>Warning Only NA</u>	<u>Dust From Equipment.</u>
<u>03/06/1995</u>	<u>Warning Only NA</u>	<u>Failure To Control Dust.</u>
<u>07/12/2000</u>	<u>Warning Only NA</u>	<u>Dust Control Borrow Pit.</u>
<u>07/16/2002</u>	<u>Warning Only NA</u>	<u>No Water Truck Operating</u>
<u>10/29/2009</u>	<u>Citation Changed N/A TO WARNING</u>	<u>Failure To Control Dust</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Notice of Violation - CITATIONS

<u>Date</u>	<u>Action</u>	<u>Reason</u>
<u>6/24/1999</u>	<u>\$ 500.00 FINE</u>	<u>Dust Complaint</u>

# 1 Details: Huge Dust Cloud From Drop Point.

# 2 Details: 6/01/2000 No Fine Dust Complaint  
Huge Dust Clouds Generated By Trucks  
Hauling. No Water Trucks Operating.

# 3 Details: 7/12/2000 \$ 1,260.00 Fine Dust Complaint  
Excessive Dust From Plant Operation. No  
Water ON Conveyors.

CHRONOLOGY OF COMPLIANCE ACTIONS

Rilite Aggregate Co.

Notice of Violation - ~~WARNINGS~~ Complaints

<u>Date</u>	<u>Action</u>	<u>Reason</u>
<u>7/16/2002</u>	<u>Warning</u>	<u>Fugitive Dust</u>
<u>3/24/2004</u>	<u>No Action Taken</u>	<u>Gravel Pit. Making Mess.</u>
<u>2/28/2005</u>	<u>No Action Taken</u>	<u>Tracking Onto Western Skies.</u>
<u>4/07/2005</u>	<u>No Action Taken</u>	<u>Dust From Pit.</u>
<u>5/09/2006</u>	<u>No Action Taken</u>	<u>Huge Cloud Of Dust.</u>
<u>6/18/2006</u>	<u>No Action Taken</u>	<u>Dust/No Watering</u>
<u>7/10/2006</u>	<u>No Action Taken</u>	<u>Dust From Pit</u>
<u>7/31/2006</u>	<u>No Action Taken</u>	<u>Dust From Pit.</u>
<u>7/31/2006</u>	<u>No Action Taken</u>	<u>Dust/No Water Trucks</u>
<u>7/31/2006</u>	<u>No Action Taken</u>	<u>Dust/No Water Trucks</u>

Notice of Violation - CITATIONS

<u>Date</u>	<u>Action</u>	<u>Reason</u>
<u>6/08/2012</u>	<u>NOT Resolved</u>	<u>Dust Control</u>

#4 Details: Operating Plant During High Winds.  
Unable To Control Fugitive Emissions.

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

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

CHRONOLOGY OF COMPLIANCE ACTIONS

Rilite Aggregate Co.

WARNINGS Complaints

<u>Date</u>	<u>Action</u>	<u>Reason</u>
<u>7/31/2006</u>	<u>No Action Taken</u>	<u>Dust/No Water Trucks</u>
<u>7/31/2006</u>	<u>No Action Taken</u>	<u>Dust/No Water Trucks</u>
<u>8/16/2006</u>	<u>No Action Taken</u>	<u>Dust/No Water Trucks</u>
<u>8/16/2006</u>	<u>No Action Taken</u>	<u>Dust From Pit.</u>
<u>8/18/2006</u>	<u>No Action Taken</u>	<u>Dust From Pit/No Water.</u>
<u>9/29/2006</u>	<u>No Action Taken</u>	<u>Huge Dust Clouds.</u>
<u>10/13/2006</u>	<u>No Action Taken</u>	<u>Dust From Pit.</u>
<u>10/30/2006</u>	<u>No Action Taken</u>	<u>Dust From Pit</u>
<u>7/19/2007</u>	<u>No Action Taken</u>	<u>Dust From Tracking</u>
<u>11/29/2007</u>	<u>No Action Taken</u>	<u>Dust From Tracking</u>

Notice of Violation - CITATIONS

<u>Date</u>	<u>Action</u>	<u>Reason</u>
_____	_____	_____

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

\_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_

CHRONOLOGY OF COMPLIANCE ACTIONS

Rilite Aggregate Co.

Notice of Violation - **WARNINGS**

<u>Date</u>	<u>Action</u>	<u>Reason</u>
<u>4/29/2008</u>	<u>No Action Taken</u>	<u>Dust From Pit</u>
<u>9/29/2009</u>	<u>No Action Taken</u>	<u>Dust</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Notice of Violation - CITATIONS

<u>Date</u>	<u>Action</u>	<u>Reason</u>
_____	_____	_____

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

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

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

Complaint Database

Home Create External Data Database Tools

View Paste Font Rich Text Refresh All Delete More Records Filter Selection Advanced Toggle Filter Sort & Filter Size to Fit Form Windows Switch Windows Find Find

STARTUP COMPLIN

### COMPLAINT TRACKING

Control number: C290GT09017

Date: 10/29/2009 Time: 9:45 Taken by: KASS Assigned to: MO

Complaint Category: Dust/Tracking Area code: 4

Complaint: HUGE DUST CLOUD AT RILITE, UNREAL SIZE. HAPPENS ALL THE TIME. COMPLAINANT HAS BAD ALLERGIES. RETURN. CALL COMPLAINANT TO LET HIM KNOW IF ANYTHING IS BEING DONE, HE CONSIDERS THE CONSTANT DUST CLOUD UNACCEPTABLE.

Location: 9208 WESTERN SKIES DRIVE - ABOVE DAMONTE RANCH

Responsible Party: RILITE PIT

Address: 9208 WESTERN SKIES DRIVE

Complainant: PATAY, PAUL

Address: 10100 BURGHELEY COURT, RENO NV 89521

Phone number: 851-0848

Investigator Initials: MO Date Inspected: 10/29/2009 Time Investigated: 9:15

Registration #: 040.030

Find and Replace

Find: Replace

Find What: WESTERN SKIES Find Next Cancel

Look In: Location

Match: Any Part of Field

Search: All

Match Case  Search Fields As Formatted

Search succeeded

Start | Inbox - Mic... | RECEIPT LI... | [Washoe PE... | Microsoft Ex... | P:\Complaints | Complaint... | Caps Lock Num Lock | 12:07 PM

2009

Complaint Database

Home Create External Data Database Tools

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

STARTUP COMPLN

### COMPLAINT TRACKING

Control number: C29SEP09032

Date: 09/29/2009 Time: 1:59 Taken by: MA Assigned to: MO

Complaint Category: Dust/Tracking Area code: 4

Complaint: DUST - POSSIBLY FROM THE GRAVEL PIT. HAPPENS ALL THE TIME WHEN THE WIND BLOWS

Location: HIDDEN VALLEY

Responsible Party: RILITE PIT?

Address: 9208 WESTERN SKIES DRIVE

Complainant: ANONYMOUS

Address: [REDACTED]

Phone number: [REDACTED]

Investigator Initials: MO Date Inspected: 09/29/2009 Time Investigated: 2:05

Regulation #: [REDACTED] and [REDACTED] and [REDACTED]

IF NOW issued NOV #: N/A Permit #: [REDACTED]

Date closed: 09/29/2009 Reviewed By: OC Review date: 09/30/2009

Comments: HEAVY WINDS (60+ MPH) CAUSING DUST ALL OVER THE COUNTY. SPECIALIST OSBORN SPENT THE DAY GETTING WATER TRUCKS, PIT WATERING, ETC

Record: 1434 of 8120 Unfiltered Search

Navigation Pane: ENTER COMP, View a List of issued year o date, List t for a by S

Form View Caps Lock Num Lock

Start | [Icons] | [Inbox - Mic...] | [RECEIPT LI...] | [Washoe PE...] | [Microsoft Ex...] | [P:\Complaints] | [Complaint ...] | 11:57 AM

2008

The screenshot shows a software application titled "Complaint Database" with a ribbon menu containing "Home", "Create", "External Data", and "Database Tools". The main window displays a "COMPLAINT TRACKING" form with the following fields:

- Control Number: C29APR08065
- Date: 04/29/2008, Time: 10:44, Taken by: MA, Assigned to: MO
- Complaint Category: Dust/Tracking, Area Code: 4
- Complaint: DUST FROM THE RITLITE PIT
- Location: DAMONTE RANCH - WESTERN SKIES DRIVE
- Responsible Party: RITLITE PIT
- Address: [Redacted]
- Complainant: WIRICH, MICHAEL
- Address: 2670 ALDER BRIDGE COURT
- Phone number: 851-1388
- Investigator Initials: MO, Date Inspected: 04/29/2008, Time Investigated: [Redacted]

A "Find and Replace" dialog box is open in the foreground, showing:

- Find What: WESTERN SKIES
- Look In: Location
- Match: Any Part of Field
- Search: All
- Match Case: [Unchecked], Search Fields As Formatted: [Checked]

The taskbar at the bottom shows the Start button and several open applications: "Inbox - Mic...", "RECEIPT LT...", "Washoe P...", "Microsoft E...", "P:\Complaints", and "Complaint...". The system clock shows "12:04 PM".

Complaint Database

Home Create External Data Database Tools

View Paste Views Clipboard Font Rich Text Records Sort & Filter Window Find

Navigation Pane

### COMPLAINT TRACKING

Date: 11/29/2007 Time: 9:10 Taken by: MA Assigned to: MO

Complaint Category: DustTracking Area code: 4

Complaint: DUST FROM HAUL TRUCKS ON ACCESS ROAD - NO WATER TRUCKS

Location: WESTERN SKIES DRIVE & RIO WRANGLER - PAST DAMONTE RANCH HIGH SCHOOL

Responsible Party:

Address:

Complainant: GRAVES, SHANNON

Address: 10660 SUMMER GLEN DRIVE

Phone number: 745-5887

Investigator Initials: MO Date Inspected: 11/29/2007 Time Investigated: 9:30

Find and Replace

Find What: WESTERN SKIES

Look In: Location

Match: Any Part of Field

Search: All

Match Case  Search Fields As Formatted

Search succeeded

Taskbar: Start, Inbox - Mic..., RECEIPT LI..., [Washoe P..., Microsoft E..., PA\Complaints, Complaint..., 12:02 PM



2007

The screenshot shows a software application titled "Complaint Database" with a ribbon menu containing "Home", "Create", "External Data", and "Database Tools". The main window displays a "COMPLAINT TRACKING" form with the following fields:

- Date: 07/19/2007
- Time: 3:10
- Taken by: MA
- Assigned to: JG
- Complaint Category: Dust/Tracking
- Area code: 4
- Complaint: DUST FROM HAUL TRUCKS TRAVELING TO & FROM THE RILITE PIT (SAM TO 11PM EACH DAY)
- Location: GEIGER GRADE & WESTERN SKIES (RIATA CIRCLE)
- Responsible Party:
- Address:
- Complainant: MILLS, CATHY
- Address: 14050 RIATA CIRCLE
- Phone number: 852-1809
- Investigator Initials: JG
- Date Inspected: 07/19/2007
- Time Investigated: 3:55

A "Find and Replace" dialog box is open in the foreground, showing:

- Find What: WESTERN SKIES
- Look In: Location
- Match: Any Part of Field
- Search: All
- Match Case:
- Search Fields As Formatted:

The Windows taskbar at the bottom shows the Start button, several open applications (Inbox - Micr..., RECEIPT LI..., [Washoe PE..., Microsoft Ex..., P:\Complaints), and the system tray with the time 12:04 PM.

Complaint Database

Home Create External Data Database Tools

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

STARTUP COMPLN

### COMPLAINT TRACKING

Control number: G30OCT06041

Date: 10/30/2006 Time: 3:27 Taken by: MA Assigned to: JG

Complaint Category: Dust/Tracking Area code: 3

DUST FROM RILITE PIT - HAPPENING RIGHT NOW

Complaint Location: WESTERN SKIES

Responsible Party: RILITE AGGREGATE

Address: 9208 WESTERN SKIES DRIVE

Complainant: FREY, SEAN

Address: 10890 SAND HOLLOW DRIVE

Phone number: 852-8815

Investigator Initials: JG Date Inspected: 10/30/2006 Time Investigated: 4:15

Remaining to: and and

Find and Replace

Find Replace

Find What: WESTERN SKIES Find Next

Look In: Location

Match: Any Part of Field

Search: All

Match Case  Search Fields As Formatted

Cancel

Search succeeded

Start [Taskbar icons] 12:01 PM

Complaint Database

Home Create External Data Database Tools

View Paste Views Clipboard Font Rich Text Refresh All Save Delete More Records Filter Selection Advanced Toggle Filter Sort & Filter Size to Fit Form Windows Switch Windows Find Find

STARTUP COMPLN

### COMPLAINT TRACKING

Control number: C13QCT06017

Date: 10/13/2006 Time: 9:11 Taken by: MA Assigned to: MO

Complaint Category: Dust/Tracking Area code: 4

Complaint: DUST FROM RILITE PIT - HAPPENING RIGHT NOW, REALLY BAD THIS WEEK (HE THOUGHT THE MOUNTAIN WAS ON FIRE EARLIER THIS WEEK)

Location: WESTERN SKIES DRIVE - DAMONTE RANCH

Responsible Party: RILITE AGGREGATE - OWNER, BRUNO BENHA

Address: 9208 WESTERN SKIES DRIVE

Complainant: BALDWIN, NATHAN

Address: 10685 AUTUMN WALK LANE - DAMONTE R

Phone number:

Investigator Initials: MO Date Inspected: 10/13/2006 Time Investigated: 9:20

Population of:

Find and Replace

Find Replace

Find What: WESTERN SKIES Find Next Cancel

Look In: Location

Match: Any Part of Field

Search: All

Match Case  Search Fields As Formatted

Search succeeded

Start | Inbox - Mic... | RECEIPT LI... | [Washoe P... | Microsoft E... | P:\Complaints | Complaint... | 12:00 PM

Complaint Database

Home Create External Data Database Tools

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

STARTUP COMPEN

### COMPLAINT TRACKING

Complaint ID: C29SEP06063

Date: 09/29/2006 Time: 9:14 Taken by: MA Assigned to: DC

Complaint Category: Dust/Tracking Area code: 4

Complaint: DUST - HUGE DUST CLOUDS FROM AGGREGATE PIT

Location: WESTERN SKIES & RIO WRANGLER (DAMONTE RANCH)

Responsible Party: RILITE AGGREGATE PIT - CHRIS BENNA

Complainant: WILSON, MARCI

Address: 1665 SUMMER GLEN DRIVE

Phone number: 651-9089

Investigator Initials: DC Date inspected: 09/29/2006 Time investigated: 10:00

Find and Replace

Find What: WESTERN SKIES Find Next Cancel

Look In: Location Match: Any Part of Field Search: All

Match Case  Search Fields As Formatted

Search succeeded

Start | Taskbar: Inbox - Mic..., RECEIPT LT..., [Washoe P..., Microsoft E..., P:\Complaints | Complaint... | System tray: Caps Lock Num Lock | 12:08 PM

Complaint Database

Home Create External Data Database Tools

View Paste Views Clipboard Font Rich Text Records Filter Selection Advanced Toggle Filter Sort & Filter Size to Fit Form Windows Find

STARTUP COMPLIN

### COMPLAINT TRACKING

Date: 08/18/2006 Time: 8:51 Taken by: MA Assigned to: MO  
 Complaint Category: Dust/Tracking Area code: A  
 DUST FROM CAT WORKING AT THE RILITE PIT - NO WATER (EAST SIDE OF THE VALLEY)  
 Complaint: \*\*\* CALL O/PLAINANT \*\*\*  
 Location: WESTERN SKIES DRIVE  
 Responsible Party: RILITE AGGREGATE, TM MOORE - LOADER OPERATOR  
 Address: 9208 WESTERN SKIES DRIVE 853-1463  
 Complainant: MIRICH, MIKE  
 Address: 2670 ALDER BRIDGE COURT  
 Phone number: 851-1388  
 Investigator Initials: MO Date Inspected: 08/18/2006 Time Investigated: 9:15

Find and Replace

Find | Replace

Find What: WESTERN SKIES Find Next Cancel

Look In: Location

Match: Any Part of Field

Search: All

Match Case  Search Fields As Formatted

Search succeeded

Start | Inbox - Mic... | RECEIPT LI... | [Washoe P... | Microsoft E... | P:\Complaints | Complaint... | 12:05 PM

Complaint Database

Home Create External Data Database Tools

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

STARTUP COMPLEN

### COMPLAINT TRACKING

Control number: C16AUG06039

Date: 08/16/2006 Time: 2:10 Taken by: MA Assigned to: MO

Complaint Category: Dust/Tracking Area code:

Complaint: DUST FROM RILITE PIT

Location: WESTERN SKIES DRIVE & RIO WRANGLER

Responsible Party: RILITE AGGREGATE - CHRIS BENNA & GARY ROMA 653-1463

Address: 8808 WESTERN SKIES DRIVE

Complainant: BACA, DON

Address: 9020 WESTERN SKIES DRIVE

Phone number: 652-2268

Investigator Initials: MO Date Inspected: 08/18/2006 Time Investigated: 1:57

Regulation #: and and

If NOV issued NOV #: N/A Permit #:

Date closed: 08/16/2006 Reviewed By: 3:30 Review date: 08/21/2006

Comments: CHRIS BENNA WAS ASKED TO SUBMIT IN WRITING, THE PROPOSAL TO CORRECT THESE ONGOING COMPLAINTS. A WATER TANK WITH SPRINKLER SYSTEM CAPABLE OF WETTING BOTH SIDES OF THE BERM.

Record: 14 | 2709 of 8120 | Unfiltered Search

Navigation Pane

Form View

Start | Inbox - Micr... | RECEIPT LI... | [Washoe PE... | Microsoft Ex... | P:\Complaints | Complaint ... | 12:00 PM

Complaint Database

Home Create External Data Database Tools

View Paste Views Clipboard Font Rich Text Records Sort & Filter Selection Advanced Toggle Filter Size to Fit Form Windows Find

STARTUP COMPLIN

### COMPLAINT TRACKING

Control number: C16AUG06038

Date: 08/16/2008 Time: 1:57 Taken by: MA Assigned to: MO

Complaint Category: Dust/Tracking Area code: 4

Complaint: DUST FROM RILITE PIT NO WATERING ON THE RIO WRANGLER SIDE

Location: WESTERN SKIES DRIVE & RIO WRANGLER

Responsible Party: RILITE AGGREGATE 853-1463

Address: 9208 WESTERN SKIES DRIVE

Complainant: WEIGL TAMMY

Address: HAS PROPERTY IN THE AREA

Phone number: 852-1289

Investigator Initials: MO Date Inspected: 08/16/2008 Time Investigated: 3:30

Find and Replace

Find What: WESTERN SKIES Find Next

Look In: Location

Match: Any Part of Field

Search: All

Match Case  Search Fields As Formatted

Search succeeded

Taskbar: Start, Inbox - Mic..., RECEIPT LI..., [Washoe P..., Microsoft E..., P:\Complaints, Complaint..., 12:08 PM

Complaint Database

Home Create External Data Database Tools

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

STARTUP COMPLAIN COMPLIN

### COMPLAINT TRACKING

Control number: C31JUL08048

Date: 07/31/2006 Time: 2:00 Taken by: MA Assigned to: MO

Complaint Category: Dust/Tracking Area code:

COMPLAINT: DUST FROM RILITE QUARRY - NO WATER TRUCKS

Location: WESTERN SKIES DRIVE - SOUTH RENO

Responsible Party: RILITE AGGREGATE 853-1463

Address: 9208 WESTERN SKIES DRIVE

Complainant: SWEARINGEN, KIM

Address: 8910 WESTERN SKIES DRIVE

Phone number: 851-1055

Investigator Initials: MO Date Inspected: Time Investigated:

Regulation #:

Find and Replace

Find | Replace

Find What: WESTERN SKIES Find Next

Look In: Location Cancel

Match: Any Part of Field

Search: All

Match Case  Search Fields As Formatted

Search succeeded

Start | Inbox - Mic... | RECEIPT LI... | [Washoe P... | Microsoft E... | P:\Complaints | Complaint... | Caps Lock Num Lock | 12:07 PM



Complaint Database

Home Create External Data Database Tools

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

STARTUP COMPLAIN

### COMPLAINT TRACKING

Control number: CS1JUL06047

Date: 07/31/2006 Time: 1:51 Taken by: MA Assigned to: MO

Complaint Category: Dust/Tracking Area code: 4

Complaint: DUST FROM RILT QUARRY - NO WATER TRUCKS. REALLY BAD THIS PAST WEEKEND

Location: WESTERN SKIES DRIVE - SOUTH RENO

Responsible Party: RILITE AGGREGATE 853-1463

Address: 9208 WESTERN SKIES DRIVE

Complainant: WEIGL, TAMMY

Address: OWNS PROPERTY ON WESTERN SKIES

Phone number: 852-1289

Investigator Initials: MO Date Investigated: 07/31/2006 Time Investigated:

Find and Replace

Find What: WESTERN SKIES Find Next Cancel

Look In: Location Match: Any Part of Field Search: All Match Case Search Fields As Formatted

Search succeeded

Num Lock Enabled: You can enter numbers from the Number Pad on your keyboard. Caps Lock Num Lock

Start | Inbox - Mic... | RECEIPT LI... | Washoe P... | Microsoft E... | P:\Complaints | Complaint... | 12:07 PM

Complaint Database

Home Create External Data Database Tools

View Paste Views Clipboard Font Rich Text Records Filter Selection Advanced Toggle Filter Sort & Filter Size to Fit Form Windows Switch Windows Find Find

STARTUP COMPEN

### COMPLAINT TRACKING

Date: 07/31/2006 Time: 1:47 Taken by: MA Assigned To: MQ  
 Complaint Category: Dust/Tracking Area code:   
 DUST FROM RILITE PIT. NO WATER TRUCKS  
 Complaint: \*\*\* UTE WOULD LIKE TO HAVE NOEL CALL HER REGARDING EPA MONITORS - COPY OF COMPLAINT WAS GIVEN TO NOEL TO CALL \*\*\*  
 Location: WESTERN SKIES - SOUTH RENO  
 Responsible Party: RILITE AGGREGATE  
 Address: 9208 WESTERN SKIES 853-1463  
 Complainant: CONLEY UTE  
 Address: 9128 WESTERN SKIES DRIVE  
 Phone number: 853-1588  
 Investigator Initials: JMO Date Inspected: Time Investigated:

Find and Replace

Find | Replace

Find What: WESTERN SKIES Find Next Cancel

Look In: Location

Match: Any Part of Field

Search: All

Match Case  Search Fields As Formatted

Search succeeded

Start | Inbox - Mic... | RECEIPT LI... | [Washoe P... | Microsoft E... | P:\Complaints | Complaint... | Caps Lock Num Lock | 12:01 PM

Complaint Database

Home Create External Data Database Tools

View Paste Views Clipboard Font Rich Text Refresh All Save Delete More New Totals Spelling Selection Advanced Toggle Filter Filter Advanced Toggle Filter Size to Fit Form Windows Find Find

STARTUP COMPLEN

### COMPLAINT TRACKING

Date: 07/31/2006 Time: 12:27 Taken by: TB Assigned to: MA  
 Complaint Category: Dust/Tracking Area code: 4  
 DUST FROM RILITE PIT

Complaint: [Empty field]  
 Location: WESTERN SKIES DRIVE  
 Responsible Party: RILITE AGGREGATE 853-1463 CHRIS BENNA  
 Address: 9208 WESTERN SKIES DRIVE  
 Complainant: GOLDBERG, STEVE  
 Address: [Empty field]  
 Phone number: 852-3897  
 Investigator Initials: MO Date Inspected: 07/31/2006 Time Investigated: 12:27

Find and Replace

Find: Replace

Find What: WESTERN SKIES Find Next Cancel

Look In: Location  
 Match: Any Part of Field  
 Search: All  
 Match Case  Search Fields As Formatted

Search succeeded

Start | Inbox - Mic... | RECEIPT LI... | [Washoe P... | Microsoft E... | P:\Complaints | Complaint... | 12:02 PM

Complaint Database

Home Create External Data Database Tools

View Paste Views Clipboard Font Rich Text Records Sort & Filter Selection Advanced Toggle Filter Size to Fit Form Windows Find

STARTUP COMPLEN

### COMPLAINT TRACKING

Control number: C10JUL08008

Date: 07/10/2006 Time: 2:01 Taken by: MA Assigned to: MO

Complaint Category: Dust/Tracking Area code: 4

Complaint: DUST FROM RILITE PIT - REALLY BAD IN THE AFTERNOONS

Location: OFF WESTERN SKIES DRIVE NEAR GALENA

Responsible Party: RILITE AGGREGATE - GARY J ROMA 329-8842

Address: [Redacted]

Complainant: WEIGL TAMMY

Address: [Redacted]

Phone number: 652-1289

Investigator initials: MO Date inspected: 07/10/2006 Time investigated: 2:45

Find and Replace

Find What: WESTERN SKIES Find Next Cancel

Look In: Location Match: Any Part of Field Search: All Match Case Search Fields As Formatted

Search succeeded

Start [Taskbar icons] 12:08 PM

Complaint Database

Home Create External Data Database Tools

View Paste Views Clipboard Font Rich Text Refresh All Delete Records New Save Delete More Totals Spelling More Filter Selection Advanced Toggle Filter Size to Fit Form Windows Switch Windows Find Find

STARTUP COMPEN

### COMPLAINT TRACKING

Control number: C13JUN06020

Date: 06/13/2006 Time: 11:34 Taken by: MA Assigned to: MO

Complaint Category: Dust/Tracking Area code: 4

Complaint: DUST FROM RILITE PIT NOT WATERING

Location: WESTERN SKIES - SOUTH RENO

Responsible Party: RILITE AGGREGATE

Address: [Redacted]

Complainant: CONLEY, UTE

Address: 9120 WESTERN SKIES DRIVE

Phone number: 853-1585

Investigator initials: MO Date inspected: 06/13/2006 Time investigated: 12:00

Find and Replace

Find | Replace

Find What: WESTERN SKIES Find Next

Look In: Location Cancel

Match: Any Part of Field

Search: All

Match Case  Search Fields As Formatted

Search succeeded

Taskbar: Start, Inbox - Mic..., RECEIPT LI..., [Washoe P..., Microsoft E..., P:\Complaints, Complaint..., Caps Lock, Num Lock, 12:01 PM

2006

Complaint Database

Home Create External Data Database Tools

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

STARTUP COMPLAIN

### COMPLAINT TRACKING

Complaint number: COSMAY08013

Date: 05/08/2006 Time: 10:02 Taken by: TB Assigned to: DC

Complaint Category: Dust/Tracking Area code: 3

Complaint: HUGE CLOUD OF DUST AT 7:30AM. OCCURRING EVERY MORNING

Location: WESTERN SKIES BOULEVARD - NEAR GALENA

Responsible Party: RILITE AGGREGATE - OWNER BRUNO BENNA

Address: [REDACTED]

Complainant: MIRICH, MIKE

Address: 2870 ALDER BRIDGE COURT

Phone number: 690-4318

Investigator Initials: DC Date Inspected: 05/09/2006 Time Investigated: 1:30

Find and Replace

Find | Replace |

Find What: WESTERN SKIES Find Next

Look In: Location

Match: Any Part of Field

Search: All

Match Case  Search Fields As Formatted

Cancel

Search succeeded

Start [Taskbar icons] 12:05 PM

Complaint Database

Home Create External Data Database Tools

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

STARTUP COMPLEN

### COMPLAINT TRACKING

Control number: C07APR05013

Date: 04/07/2005 Time: 7:04 Taken by: CA Assigned to: MO

Complaint Category: Dust/Tracking Area code: 4

Complaint: DUST FROM PIT AREA

Location: RILITE AGGREGATE

Responsible Party: RILITE AGGREGATE

Address: [Redacted]

Complainant: MCCORD, EUGENE

Address: 9020 WESTERN SKIES ROAD

Phone number: 852-2268

Investigator initials: MO Date inspected: 04/07/2005 Time investigated: 8:30

Regulation #: [Redacted] and [Redacted] and [Redacted]

If NOV issued NOV #: [Redacted] Permit #: [Redacted]

Date closed: 04/07/2005 Reviewed By: NB Review date: 04/08/2005

Comments: [Redacted]

Record: 15607 of 8120 Unfiltered Search

Form-View Caps Lock Num Lock

Start | Inbox - Mic... | RECEIPT LI... | Washoe P... | Microsoft E... | P:\Complaints | Complaint... | 11:57 AM

2005

The screenshot shows a software application titled "Complaint Database" with a ribbon-style menu (Home, Create, External Data, Database Tools) and a toolbar. The main window displays a "COMPLAINT TRACKING" form with the following fields:

- Date: 02/28/2005, Time: 10:07, Taken by: TR, Assigned to: MO
- Complaint Category: Dust/Tracking, Area code: 4
- Complaint: TRACKING FROM STOCK PILE OF DIRT OUT ONTO WESTERN SKIES.
- Location: WESTERN SKIES OFF OF GEIGER GRADE
- Responsible Party: PEAVINE CONSTRUCTION
- Address: [Redacted]
- Complainant: BOHALL, DENNIS
- Address: 14300 WHISPERWOOD DRIVE (NORTH)
- Phone number: 852-8018
- Investigator Initials: MO, Date Inspected: 02/28/2005, Time Investigated: 15:15

A "Find and Replace" dialog box is open in the foreground, showing:

- Find What: WESTERN SKIES
- Look In: Location
- Match: Any Part of Field
- Search: All
- Match Case:  Search Fields As Formatted:

The taskbar at the bottom shows the Start button and several open applications: Inbox - Mic..., RECEIPT LI..., [Washoe P..., Microsoft E..., P:\Complaints, and Complaint... The system clock shows 12:01 PM.



2004

The screenshot shows a software application titled "Complaint Database" with a ribbon-style menu (Home, Create, External Data, Database Tools) and a toolbar. The main window is titled "COMPLAINT TRACKING" and contains the following fields:

- Date: 03/24/2004, Time: 11:20, Taken by: RB, Assigned to: DC
- Complaint Category: Dust/Tracking, Area code: 4
- Complaint: GRAVEL PIT - MAKING MESS
- Location: WESTERN SKIES DRIVE (OLD MIRA LOMA ROAD BY DAMONTE HIGH SCHOOL) NEAREST CROSS STREET IS RIO RANGLER
- Responsible Party: PEAVINE CONSTRUCTION
- Address: [Redacted]
- Complainant: WEIGL TAMMY
- Address: [Redacted]
- Phone number: 852-1289
- Investigator Initials: DC, Date Inspected: 03/25/2004, Time Investigated: 10:00

A "Find and Replace" dialog box is open in the foreground with the following settings:

- Find What: WESTERN SKIES
- Look In: Location
- Match: Any Part of Field
- Search: All
- Match Case:  Search Fields As Formatted:

The Windows taskbar at the bottom shows the Start button, several open applications (Inbox, RECEIPT LI..., [Washoe P..., Microsoft E..., P:\Complaints, Complaint...), and the system tray with the time 12:08 PM.

2002

Complaint Database

Home Create External Data Database Tools

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

STARTUP COMPLEN

### COMPLAINT TRACKING

Control number: H16JUL02030

Date: 07/16/2002 Time: 9:40 Taken by: SD Assigned to: SD

Complaint Category: Durs/Tracking Area code: 3

Complaint: FUGITIVE DUST

Location: RLITE PIT SOUTH RENO

Responsible Party: RLITE AGGREGATE

Address: [Redacted]

Complainant: AQMD STAFF - SUZY DUGGER

Address: 401 RYLAND STREET SUITE 331

Phone number: 784-7217

Investigator Initials: SD Date Inspected: 07/16/2002 Time Investigated: 9:10

Regulation #: 040.030 and and

If NOW issued NOV #: 4197/4196 Permit #: [Redacted]

Date closed: 07/16/2002 Reviewed By: NB Review date: [Redacted]

Comments: [Redacted]

Record: 2500 of 8120 Unfiltered Search

Navigation Pane: ENTER COMP, View e List of issued year o date, List to for a by S

Form View Caps Lock Num Lock

Start Inbox - Mic... RECEIPT LI... [Washoe P... Microsoft E... P:\Complaints Complaint... 11:57 AM



Complaint Database

Home Create External Data Database Tools

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

STARTUP NOV

### COMPLAINT

### NOV TRACKING DATA ENTRY

NOV NUMBER: 004869 Warning or Citation (W/C): **W** DATE: 10/29/2009

GENERAL CITATION/VARIANCE INFO

ISSUED TO: RILITE AGGREGATE, CHRIS BENNA

LOCATION OF VIOLATION: 9208 WESTERN SKIES DRIVE

Date Notified/Discovered: 10/29/2009 Date Violation Started: 10/29/2009

Initials of Employee who Issued: MO Date Violation Ended: 10/29/2009

Violation of Regulations Section(s): 040.030 and and and

Control number: C29OCT09017

Violation Description/Verification: FAILURE TO CONTROL DUST FROM AGGREGATE OPERATIONS. 12/16/09 CHANGED FROM A CITATION TO A WARNING

High Priority Violator: N 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:

Navigation Pane

ENTR...  
View...  
List...  
List...

Find and Replace

Find Replace

Find What: RILITE Find Next

Start | Inbox - Micr... | RECEIPT LI... | [Washoe PE... | Microsoft Ex... | P:\Complaints | Complaint... | 12:15 PM



Complaint Database

Home Create External Data Database Tools

View Paste Views Clipboard Font Rich Text Refresh All Delete More Records New Save Delete More Records Totals Spelling More Filter Selection Advanced Toggle Filter Sort & Filter Size To Fit Form Windows Switch Windows Find Find

STARTUP NOV

**COMPLAINT**

ENTER COMPLAINT

View List of issues by year or date

List for a by S

### 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:

Find and Replace

Start | | 12:16 PM



Complaint Database

Home Create External Data Database Tools

View Paste Views Clipboard Font Rich Text Refresh All Delete More Records Filter Sort & Filter Selection Advanced Toggle Filter Size to Fit Form Windows Switch Windows Find Find

STARTUP NOV

### NOV TRACKING DATA ENTRY

NOV NUMBER: 003816 Warning or Citation (W/C) **W** DATE: 07/12/2000

GENERAL CITATION/VARIANCE INFO

ISSUED TO: RAPID CONSTRUCTION

LOCATION OF VIOLATION: SAGE HILL ROAD/MIRA LOMA PIT

Date Notified/Discovered: 07/12/2000 Date Violation Started: 07/12/2000

Initials of Employee who Issued: BY Date Violation Ended: 07/12/2000

Violation of Regulations Section(s): 040.030 and and

Control number: 112JUL00023

Violation Description/Verification: NO DUST CONTROLS ON HAUL ROAD INTO BORROW PIT. COPY OF NOV RECEIVED BY JOHN TABER.

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

If known or applicable complete the following:

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

Stationary Source Permit #: F08A EPA Class Designation:

Navigation Pane

COMPLAINT

ENTER COME

View List of issues year of date

List for a by S

Find and Replace

Find Replace

Find What: SAGE HILL Find Next

Start | Search | Inbox - Micr... | RECEIPT LI... | [Washoe PE... | Microsoft Ex... | P:\Complaints | Complaint ... | 12:32 PM



Complaint Database

Home Create External Data Database Tools

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

STARTUP NOV

### COMPLAINT

Navigation Pane

ENTER COME

View List of issue year date

List for a by S

### NOV TRACKING DATA ENTRY

NOV NUMBER: 003175 Warning or Citation (W/C): W DATE: 03/06/1995

GENERAL CITATION/VARIANCE INFO

ISSUED TO: RILITE AGGREGATE COMPANY

LOCATION OF VIOLATION: SAGE HILL ROAD/MIRA LOMA PIT

Date Notified/Discovered: 03/06/1995 Date Violation Started: 03/06/1995

Initials of Employee who Issued: MJ Date Violation Ended: 04/17/1995

Violation of Regulations Section(s): 040.030 and and

Control number: 006MAR95056

Violation Description/Verification: FAILURE TO CONTROL DUST

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

If known or applicable complete the following:

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

Stationary Source Permit #: F08A EPA Class Designation:

Find and Replace

Find Replace

Find What: RILITE Find Next

Start Inbox - Mic... RECEIPT LI... [Washoe PE... Microsoft Ex... P:\Complaints Complaint ... 12:17 PM



Complaint Database

Home Create External Data Database Tools

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

STARTUP NOV

### COMPLAINT

ENTRE COMP  
View List of issue year date  
List for a by S

### NOV TRACKING DATA ENTRY

NOV NUMBER: 003100 Warning or Citation (W/D): W DATE: 03/07/1994

GENERAL CITATION/VARIANCE INFO

ISSUED TO: RILITE AGGREGATE PIT

LOCATION OF VIOLATION: SAGE HILL ROAD/MIRA LOMA PIT

Date Notified/Discovered: 02/04/1994 Date Violation Started: 02/04/1994

Initials of Employee who Issued: MJ Date Violation Ended: 02/07/1994

Violation of Regulations Section(s): 040.030 and and and

Control number: J04FEB94022

Violation Description/Verification: DUST FROM CONVEYORS AND SCREENING OPERATION

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

If known or applicable complete the following:

Dust Permit #: EPA Identification # (AIRS#):  
Stationary Source Permit #: F08A EPA Class Designation:

Find and Replace

Find Replace

Find What: RILITE Find Next

Start | Inbox - Mic... | RECEIPT LI... | Washoe P... | Microsoft E... | P:\Complaints | Complaint... | 12:18 PM



CITATION 3814 Case 783

DBOH 9/27/2000 \$ 1260  
UPHELD

Complaint Database

Home Create External Data Database Tools

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

STARTUP NOV

### NOV TRACKING DATA ENTRY

NOV NUMBER: 003814 Warning or Citation (W/C):  DATE: 07/12/2000

GENERAL CITATION/VARIANCE INFO

ISSUED TO: RILITE AGGREGATE COMPANY

LOCATION OF VIOLATION: SAGE HILL ROAD/MIRA LOMA PIT

Date Notified/Discovered: 07/12/2000 Date Violation Started: 07/12/2000

Initials of Employee who issued: BY Date Violation Ended: 07/12/2000

Violation of Regulations Section(s): 040.030 and 030.2175 and

Control number: 112JUL00022

Violation Description/Verification: EXCESSIVE DUST FROM PLANT OPERATION; NO WATER ON CONVEYORS; DUST FROM ALL INCLUDING CONCRETE SAND.

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

If known or applicable complete the following:

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

Stationary Source Permit #: F08A EPA Class Designation:

Navigation Pane

COMPLAINT

ENTER COMP

View List of issues by year or date

List for a by S

Find and Replace

Find Replace

Find What: RILITE Find Next

Start | Search | Inbox - Mic... | RECEIPT LI... | Washoe P... | Microsoft E... | P:\Complaints | Complaint... | 12:16 PM



Complaint Database

Home Create External Data Database Tools

View Paste Views Clipboard Font Rich Text Refresh All Delete Records New Save ABC Spelling More Filter Selection Advanced Toggle Filter Sort & Filter Size to Fit Form Windows Switch Windows Find Find

STARTUP NOV

### NOV TRACKING DATA ENTRY

NOV NUMBER: 003814 Warning or Creation (W/C): C DATE: 07/12/2000

GENERAL CITATION/VARIANCE INFO

Case Number: 768 Appealed (Y/N): N  
 Variance (Y or N): N

**If Appealed Complete Hearing Board Information:**

1st or Only Hearing Scheduled: \_\_\_\_\_  
 Hearing 1 Action: NEGOTIATED STTLMT \$1260

2nd Hearing Date if applicable: \_\_\_\_\_  
 Final Hearing Action: \_\_\_\_\_

DBOH Hearing: 09/27/2000  
 DBOH Action: UPHELD NEGOTIATED SETTLEM

Penalty Assessed: \$1,260.00  
 Comments on DBOH Action/Compliance Schedule: \_\_\_\_\_  
 Compliance Date: \_\_\_\_\_

**VARIANCE**

Requesting a Variance from Regulation Section Number: \_\_\_\_\_  
 Comments regarding Variance Emissions: \_\_\_\_\_  
 Variance Start Date: \_\_\_\_\_ Variance End Date: \_\_\_\_\_

Find and Replace Find Replace Find What: RILITE Find Next

Start | [Icons] | [Taskbar] | 12:16 PM



CITATION 3906 CASE 777  
 DBOH 8/16/2000 UPHOLD & ?

Complaint Database

Home Create External Data Database Tools

View Paste Views Clipboard Font Rich Text Records Filter Selection Advanced Toggle Filter Sort & Filter Size to Fit Fit Form Windows Switch Windows Find Find

STARTUP NOV

### COMPLAINT

### NOV TRACKING DATA ENTRY

NOV NUMBER: 003906 Warning or Citation (W/C):  DATE: 06/01/2000

GENERAL CITATION/VARIANCE INFO

ISSUED TO: NEVADA DEPARTMENT OF TRANSPORTATION

LOCATION OF VIOLATION: SAGE HILL ROAD/MIRA LOMA PIT

Date Notified/Discovered: 06/01/2000 Date Violation Started: 06/01/2000

Initials of Employee who Issued: DC Date Violation Ended: 06/01/2000

Violation of Regulations Section(s): 040.030 and and

Control number: C01JUN00003

Violation Description/Verification: HUGE DUST CLOUDS GEN BY TRUCKS HAULING INTO STATE PIT ON MIRA LOMA ROAD. NO WATER TRUCK. POWDER DRY

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

If known or applicable, complete the following:

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

Stationary Source Permit #: N/A EPA Class Designation:

Navigation Pane

Find and Replace

Find: Replace

Find What: SAGE HILL Find Next

Start | Taskbar: Inbox - Micr... RECEIPT LI... [Washoe PE... Microsoft Ex... P:\Complaints | Complaint ... 12:33 PM

Complaint Database

Home Create External Data Database Tools

View Paste Font Rich Text Refresh All Delete Records Filter Selection Advanced Toggle Filter Sort & Filter Size to Fit Form Windows Switch Windows Find Find

STARTUP NOV

### NOV TRACKING DATA ENTRY

NOV NUMBER: 003906 Warning or Citation (W/C):  DATE: 06/01/2000

GENERAL CITATION/VARIANCE INFO

Case Number: 777 Appealed (Y/N): N  
 Variance (Y or N): N

**If Appealed Complete Hearing Board Information:**

1st or Only Hearing Scheduled: \_\_\_\_\_  
 Hearing 1 Action: STAFF RECOM'D \$0.00 FINE  
 2nd Hearing Date if applicable: \_\_\_\_\_  
 Final Hearing Action: \_\_\_\_\_

DBOH Hearing: 08/16/2000  
 DBOH Action: UPHELD STAFF RECOMMENDAT

Penalty Assessed: \$0.00  
 Comments on DBOH Action/Compliance Schedule: \_\_\_\_\_  
 Compliance Date: \_\_\_\_\_

**VARIANCE**

Requesting a Variance from Regulation Section Number: \_\_\_\_\_  
 Comments regarding Variance Emissions: \_\_\_\_\_  
 Variance Start Date: \_\_\_\_\_ Variance End Date: \_\_\_\_\_

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CITATION 3782 Case 737  
DBOH 8/18/1999 \$500 UPHELD

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### COMPLAINT

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### NOV TRACKING DATA ENTRY

NOV NUMBER: 003782 Warning or Citation (W/C):  DATE: 06/24/1999

GENERAL CITATION/VARIANCE INFO

ISSUED TO: RILITE AGGREGATE PIT

LOCATION OF VIOLATION: SAGE HILL ROAD/MIRA LOMA PIT

Date Notified/Discovered: 06/24/1999 Date Violation Started: 06/24/1999

Initials of Employee who Issued: DC Date Violation Ended: 06/24/1999

Violation of Regulations Section(s): 040.030 and and

Control number: C24JUN99035

Violation Description/Verification: HUGE DUST CLOUDS FROM DROP PT

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 #: F08A EPA Class Designation: \_\_\_\_\_

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### COMPLAINT NOV TRACKING DATA ENTRY

NOV NUMBER: 003782 Warning or Citation (W/C): C DATE: 06/24/1999

GENERAL CITATION/VARIANCE INFO

Case Number: 726 Appealed (Y/N): N  
 Variance (Y or N): N

**If Appealed Complete Hearing Board Information:**

1st or Only Hearing Scheduled: \_\_\_\_\_  
 Hearing 1 Action: NEGOTIATED STTLMT \$500  
 2nd Hearing Date if applicable: \_\_\_\_\_  
 Final Hearing Action: \_\_\_\_\_

DBOH Hearing: 08/18/1999  
 DBOH Action: UPHELD NEGOTIATED SETTLEM  
 Penalty Assessed: \$500.00  
 Comments on DBOH Action/Compliance Schedule: \_\_\_\_\_  
 Compliance Date: \_\_\_\_\_

**VARIANCE**

Requesting a Variance from Regulation Section Number: \_\_\_\_\_  
 Comments regarding Variance Emissions: \_\_\_\_\_  
 Variance Start Date: \_\_\_\_\_ Variance End Date: \_\_\_\_\_

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**AIR QUALITY MANAGEMENT  
HIGH WIND WARNING EMAIL  
SENT FRIDAY, JUNE 8, 2012**

## Dick, Kevin

---

**From:** Albee, Charlene  
**Sent:** Friday, June 08, 2012 8:46 AM  
**Subject:** Red Flag Warning - 6/8/12

The National Weather Service has issued a Red Flag Warning which will be in effect from noon to 7 pm today, Friday June 8<sup>th</sup>. Southwest to west winds from 20 – 30 mph, gusting to 45 mph in the wind prone areas, are expected as the leading edge of a cold front moves through the area. The Air Quality Management Division, of the Washoe County Health District, is recommending the condition of all open land areas be assessed, so that any and all precautions necessary to control dust may be taken during this wind event.

Charlene Albee  
Chief, Permitting & Enforcement Branch  
Air Quality Management Division  
Washoe County Health District  
1001 E. 9th Street #115A  
Reno, NV 89512

775.784.7211 Phone  
775.784.7225 FAX

WIND METER SPEEDS  
TAKEN BY AIR QUALITY SPECIALIST WALLY PRICHARD  
JUNE 8, 2012



# Wind Speed

## JUN 8, 2012

### 1-Hour Averages

	Toll	
	WSP	
	MPH	
Jun 08 201	23:00	3.8
	22:00	4.4
	21:00	2.9
	20:00	3.2
	19:00	11.4
	18:00	15.3
	17:00	20.2
	16:00	22.8
	15:00	21.6
	14:00	21.2
	13:00	20.4
	12:00	22.6
	11:00	21.2
	10:00	20.1
	9:00	17.2
	8:00	16.2
	7:00	14.9
	6:00	8
	5:00	3.6
	4:00	5.1
	3:00	3
	2:00	0.8
	1:00	1.1
	0:00	2

### Red Flag Warning

URGENT - FIRE WEATHER MESSAGE  
NATIONAL WEATHER SERVICE RENO NV  
526 AM PDT FRI JUN 8 2012

...GUSTY WINDS AND LOW RELATIVE HUMIDITY THIS AFTERNOON AND THIS EVENING...

.A COLD FRONT BRUSHING ACROSS NORTHERN CALIFORNIA AND NEVADA WILL BRING GUSTY WINDS TO THE REGION THIS AFTERNOON AND EARLY THIS EVENING. THIS WILL COMBINE WITH LOW AFTERNOON HUMIDITY TO CREATE CRITICAL FIRE WEATHER CONDITIONS.

NVZ450-090000-  
/O.CON.KREV.FW.W.0011.120608T1900Z-120609T0200Z/  
WESTERN NEVADA SIERRA FRONT-  
526 AM PDT FRI JUN 8 2012

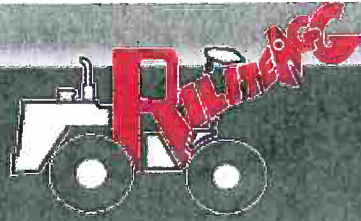
...RED FLAG WARNING REMAINS IN EFFECT FROM NOON TODAY TO 7 PM PDT THIS EVENING FOR GUSTY WINDS AND LOW HUMIDITY FOR THE WESTERN NEVADA SIERRA FRONT...

- \* AFFECTED AREA...FIRE ZONE 450 WESTERN NEVADA SIERRA FRONT.
- \* WINDS...SOUTHWEST TO WEST 20 TO 30 MPH WITH GUSTS TO 45 MPH.
- \* HUMIDITY...7 TO 15 PERCENT.
- \* IMPACTS...THE COMBINATION OF GUSTY WINDS AND LOW HUMIDITY WILL CREATE CRITICAL FIRE WEATHER CONDITIONS.

DISCUSSION BY / REFERRED TO ACTIONS

**RILITE AGGREGATE COMPANY CONTACT LIST**

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<b>Christopher Benna</b>	President	3025 Mill Street Reno, Nevada 89502	Office- (775) 329-8842 Cell- (775) 742-6920 Fax - (775) 329-3593	<a href="mailto:chris@riliteaggregate.com">chris@riliteaggregate.com</a>	
<b>Gary Roma</b>	Plant Manager	9208 Western Skies Dr. Reno, Nevada 89511	Plant- (775) 853-1463 Cell- (775) 750-9441 Fax - (775) 853-1469	<a href="mailto:garyroma@riliteaggregate.com">garyroma@riliteaggregate.com</a>	
<b>Darlene Uptain</b>	Office Manager	3025 Mill Street Reno, Nevada 89502	Office (775) 329-8842 Fax (775) 329-3593	<a href="mailto:darleneuptain@riliteaggregate.com">darleneuptain@riliteaggregate.com</a>	

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# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



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

DATE: September 27, 2012

TO: District Board of Health

FR: Kevin Dick, Division Director

SUBJECT: Renewal of Appointment to the Air Pollution Control Hearing Board  
Agenda Item: 8.C.

### Background

Air Pollution Control Hearing Board (APCHB) members are appointed for three-year terms. The APCHB members volunteer their time and receive no compensation for their service. An APCHB member appointment will end in October 2012.

### Recommendation

It is recommended that the District Board of Health renew the appointment of Mr. David A. Rinaldi to serve a three-year term on the Air Pollution Control Hearing Board (APCHB). Mr. Rinaldi has served on the APCHB since 1994. He currently serves as the Chairman of the Board. Mr. Rinaldi has indicated his willingness to continue to serve on the Board.

### Alternatives

The Board may decide not to make this appointment and direct staff to solicit other potential APCHB members.

Kevin Dick  
Division Director  
Air Quality Management Division



# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



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

DATE: September 27, 2012

TO: District Board of Health

FR: Kevin Dick, Division Director

SUBJECT: Renewal of Appointment to the Air Pollution Control Hearing Board  
Agenda Item: 8.D.

### Background

Air Pollution Control Hearing Board (APCHB) members are appointed for three-year terms. The APCHB members volunteer their time and receive no compensation for their service. An APCHB member appointment will end in October 2012.

### Recommendation

It is recommended that the District Board of Health renew the appointment of Dr. Cathleen M. Fitzgerald to serve a three-year term on the Air Pollution Control Hearing Board (APCHB). Dr. Fitzgerald has served on the APCHB since 2009. Dr. Fitzgerald has indicated her willingness to continue to serve on the Board.

### Alternatives

The Board may decide not to make this appointment and direct staff to solicit other potential APCHB members.

Kevin Dick  
Division Director  
Air Quality Management Division



# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



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

DATE: September 27, 2012

TO: District Board of Health

FR: Kevin Dick, Division Director

SUBJECT: Appointment to the Air Pollution Control Hearing Board  
Agenda Item:  
8.E.

### Background

Air Pollution Control Hearing Board (APCHB) members are appointed for three-year terms. The APCHB members volunteer their time and receive no compensation for their service. An APCHB member appointment will end in October 2012.

### Recommendation

It is recommended that the District Board of Health appointment Ms. Jeanne Rucker to serve a three-year term on the Air Pollution Control Hearing Board (APCHB). Ms. Rucker has indicated her willingness to serve on the Board. Ms. Rucker's resume is attached.

Ms. Rucker would replace Mr. Mike Ford. Mr. Ford has served on the hearing board since 2009. Mr. Ford has indicated his willingness to leave the Board when his term ends.

### Alternatives

The Board may decide not to make this appointment and direct staff to solicit other potential APCHB members.

Kevin Dick  
Division Director  
Air Quality Management Division

**R. Jeanne Rucker**  
**250 Moonshine Circle**  
**Reno, Nevada 89523**  
**(775) 345-7546**  
[rjrucker@charter.net](mailto:rjrucker@charter.net)

**Professional Experience:**

\*Registered Environmental Health Specialist Supervisor – Washoe County Health District  
(November, 1987 – July, 2012)

\*Public Health Environmentalist – Washoe County Health District (October, 1979 – November,  
1987)

**Certifications:**

\*Registered Environmental Health Specialist – National Environmental Health Association

\*Registered Environmental Health Specialist – State of Nevada Board of Registered  
Environmental Health Specialists

\*Manager of Landfill Operations – Solid Waste Association of North America

\*Hazardous Waste Operations and Emergency Response – Operations Level

**Professional Affiliations:**

\*Nevada Environmental Health Association – Past President

\*National Environmental Health Association

\*Solid Waste Association of North America – Great Basin Chapter

\*Nevada Public Health Association – Past President

\*Western States Project

\*Past Member – Nevada State Board of Registered Environmental Health Specialists

\*Member – Sewage, Wastewater and Sanitation (SWS) Hearing Board of the Washoe County  
Health District

**Education:**

\*Bachelor of Science, Botany – University of Nevada, Reno





# Washoe County Health District



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

**STAFF REPORT**  
**BOARD MEETING DATE: 9/27/12**

**DATE:** August 29, 2012

**TO:** District Board of Health

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

**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 from the Nevada State Health Division for the Women, Infants and Children (WIC) Clinic Program for the period October 1, 2012 through September 30, 2013 in the total amount of \$1,071,998 in support of Salaries and Benefits, Travel and Training, and Operating Expenditures; and if approved authorize the Chairman to execute.

---

**SUMMARY**

The Washoe County District Board of Health must approve and execute, or direct the Health Officer to execute, contracts in excess of \$50,000, Interlocal Agreements and amendments to the adopted budget. The Washoe County Health District has received a Notice of Subgrant Award from the Nevada State Health Division that provides funding for the period October 1, 2012 through September 30, 2013 in the amount of \$1,071,998 in support of the Special Supplemental Nutrition Program for Women, Infants and Children. A copy of the the Notice of 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: Achieving long term financial sustainability.

It also supports the Washoe County Health District's Special Supplemental Nutrition Program for Women, Infants and Children (WIC) mission. It is to provide supplemental nutritious foods, nutrition education and referrals to other health and social services to eligible pregnant and postpartum women, infants and children up to age five in Washoe County to prevent the occurrence of health problems and to improve the health status of these persons.

**AGENDA ITEM # 8.F.1.**

**PREVIOUS ACTION**

The District Board of Health approved last year's base Notice of Subgrant Award for the period October 1, 2011 through September 30, 2012 in the total amount of \$1,071,998 on August 25, 2011.

**BACKGROUND**

The Washoe County Health District agrees to provide a level of service sufficient to provide WIC food instruments to an estimated 6,576 participants per month for a total of 78,911 participants per year during the term of this Subgrant Award.

This document has been revised to reflect the correct funding levels in each budget category: Personnel = \$1,007,089; Travel = \$5,750.00 and Operating = \$59,159. The total award amount will remain at \$1,071,998.

**FISCAL IMPACT**

No budget amendments are necessary at this time.

**RECOMMENDATION**

Staff recommends that the Washoe County District Board of Health approve the Notice of Subgrant Award from the Nevada State Health Division for the Women, Infants and Children (WIC) Clinic Program for the period October 1, 2012 through September 30, 2013 in the total amount of \$1,071,998 in support of Salaries and Benefits, Travel and Training, and Operating Expenditures; and if approved authorize the Chairman to execute.

**POSSIBLE MOTION**

Move to approve the Notice of Subgrant Award from the Nevada State Health Division for the Women, Infants and Children (WIC) Clinic Program for the period October 1, 2012 through September 30, 2013 in the total amount of \$1,071,998 in support of Salaries and Benefits, Travel and Training, and Operating Expenditures; and if approved authorize the Chairman to execute.

HEALTH DIVISION

(hereinafter referred to as the DIVISION)

Budget Account #:	3214
Category #:	04
GL #:	8516

NOTICE OF SUBGRANT AWARD

<b>Program Name:</b> Women, Infants and Children (WIC) Bureau of Public Health and Clinical Services Nevada State Health Division	<b>Subgrantee Name:</b> Washoe County Health District IO-10031
<b>Address:</b> 4126 Technology Way, Suite 102 Carson City, NV 89706-2009	<b>Address:</b> 1009 East 9 <sup>th</sup> Street/PO Box 11130 Reno, NV 89520-0027
<b>Subgrant Period:</b> October 1, 2012 or upon approval by all parties, whichever is later through September 30, 2013	<b>Subgrantee's</b> <b>EIN#:</b> 88-6000138 <b>Vendor#:</b> T41107900 <b>Dun &amp; Bradstreet#:</b> 073-78-6998

**Reason for Award:** Provide funding for operation of WIC clinics

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

**Approved Budget Categories:**

1. Personnel	\$ 1,007,089.00
2. Travel	\$ <del>59,159.00</del> 5,750.00
3. Operating	\$ <del>5,750.00</del> 59,159.00
4. Equipment	\$
5. Contractual/Consultant	\$
6. Training	\$
7. Other	\$
<b>Total Cost</b>	<b>\$ 1,071,998.00</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*. Annual reimbursement will not exceed \$1,071,998.00 during the subgrant fiscal year.

Source of Funds:	% of Funds:	CFDA#:	Federal Grant #:
1. WIC Nutrition Services/Administration	100	10.577	7NV700NV7

**Terms and Conditions**  
In accepting these grant funds, it is understood that:

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

Authorized Sub-grantee Official Title	Signature	Date
Michelle Walker Program Manager	<i>Michelle Walker</i>	8/8/12
Mary Wherry Bureau Chief	<i>Mary Wherry</i>	8.8.12
Richard Whitley, MS Administrator, Health Division		

**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

Washoe County Health District, hereinafter referred to as Subgrantee, agrees to provide the following services for the State of Nevada Women, Infant, and Children (WIC) program:

- I. **GENERAL:** Subgrantee shall operate using the following guidelines:
  - A. Comply with the fiscal and operational requirements prescribed by the State of Nevada WIC Program pursuant to 7CFR part 246, 7CFR part 3016, the debarment and suspension requirements of 7 CFR part 3017, if applicable, the lobbying restrictions of 7 CFR part 3018, and FNS guidelines and instructions;
  - B. Have at least one competent professional authority (CPA) on the staff of the local agency who possesses the necessary skills to perform certification procedures;
  - C. Provide nutrition education services to participants, in compliance with 7CFR part 246.11 and FNS guidelines and instructions;
  - D. Implement a food delivery system prescribed by the state pursuant to 7CFR part 246.12 and approved by FNS;
  - E. Inform and facilitate the delivery of appropriate health services to WIC participants, and in the case of referrals, have current written agreements in place with health care providers;
  - F. Maintain and have available for review, audit, and evaluation all criteria used for certification.
  - G. Maintain complete, accurate current documentation that accounts for program funds received and expended;
  - H. Maintain comprehensive internal control procedures to insure proper funds management and separation of duties when determining eligibility and issuing benefits;
  - I. Maintain a computer back-up system that duplicates all record transactions on a daily basis, transmit transfer files daily and when requested perform a re-create within 24 hours of State request;
  - J. Prohibit discrimination against persons on the grounds of race, color, national origin, age, sex or handicap, and compiles data, maintains records and submits reports as required to permit effective enforcement of nondiscrimination laws;
  - K. Prohibit smoking in WIC facilities where WIC functions are carried out.
- II. **CLINIC OPERATION**
  - A. **Term:** The term of the Subgrant is October 1, 2012, through September 30, 2013.
  - B. **Clinic Operation:** Subgrantee shall operate clinic(s) in accordance with the WIC Policy and Procedure Manual, incorporated herein by reference as if set forth in full, subject to coordination and supervision of the state WIC office.
  - C. **Operating Hours:** Full time clinics shall remain open a minimum of 8 hours daily to meet participants needs. Agencies are encouraged to provide staff manning during lunch period and give consideration to providing services prior to 8 AM and after 5 PM or on Saturday to meet the needs of participants, receiving WIC benefits.
  - D. **Personnel Assigned:** Terminations, replacements or additions will be reported to the state WIC office within seventy two (72) hours of occurrence, and include affected employee's work location, position and work telephone number.
  - E. Any change in clinic location, including opening of a new clinic, must be approved in writing by state WIC office at least 60 days prior to change in clinic location. A copy of the proposed lease must be forwarded to the state WIC office for review prior to execution.

III. **STAFF, FACILITIES AND EQUIPMENT**

- A. **Training:** Subgrantee shall provide, or cause to be provided, training in accordance with State WIC program objectives and Value Enhanced Nutritional Assessment (VENA) guidance, for each appropriate WIC staff member during the term of this subgrant, and will document such training. Training shall ensure that staff works toward meeting the six competency areas for WIC nutrition assessment; (1) principles of life-cycle nutrition; (2) nutrition assessment process; (3) anthropometric and hematological data collection; (4) communication; (5) multicultural awareness; (6) critical thinking.

## B. Facilities

1. Privacy: Subgrantee shall make provisions to insure clinic space provides privacy and confidentiality for applicants during application and individual nutritional education procedures.
2. Laboratory Registration: All metropolitan area subgrantees must register all clinics with the United States Department of Health and Human Services in accordance with 42 CFR part 493 and with the Nevada Bureau of Licensure and Certification in accordance with Nevada Administrative Code 652. Rural clinics will make arrangements to have hemoglobin tests performed in accordance with policy #CT:13 of the WIC Policy and Procedure Manual.

## C. Equipment

1. Title: All property purchased with funds provided by the state WIC program pursuant to this subgrant that are not fully consumed in performance of this subgrant shall be the property of the state WIC program.
2. Inventory: Equipment having a useful life over one year and costing a minimum of \$5,000, purchased using WIC funds, will be inventoried and reported annually, with clinic plan, to the state WIC office prior to September 30<sup>th</sup> of the current subgrant year. The inventory list shall include date of purchase, cost, clinic location, and if available, state of Nevada inventory tag number and/or subgrantee inventory tag number.
3. Loss: Subgrantee shall be responsible for all equipment purchased with funds provided by State WIC funds, insuring that said equipment is maintained in good repair and working order. In the event of loss of said equipment, due to theft or disaster, subgrantee shall replace such equipment with equipment of like value at Subgrantee expense.
4. Purchase: Equipment purchases which exceed \$5,000 and all purchases of computer hardware must receive prior written approval from State WIC Office.

## IV. PROGRAM ADMINISTRATION

- A. General: Subgrantee shall operate clinic(s) in accordance with provisions of 7CFR part 246, 7CFR part 3016 and State WIC Policy and Procedure Manual, incorporated herein by reference as if set forth in full, subject to coordination and supervision of the state WIC office.
- B. Clinic Plan: Subgrantee shall submit to the state WIC office their annual Clinic Plan with their, equipment inventory, and current laboratory certification, no later than September 30<sup>th</sup>. Failure to comply may result in funding delay.
- C. Record Retention
  1. Administrative Files: Subgrantee shall maintain and have available for program review and audit all administrative files pertaining to its WIC clinic operations for a minimum of six (6) years from the date of termination of the subgrant or until all discrepancies relating to audit findings are resolved, whichever occurs later.
  2. Fiscal Records: Subgrantee shall maintain all fiscal records and books, including records and books supporting indirect rates, for a period of five (5) years from the date of termination of the subgrant or until any discrepancies related to audit findings are resolved, whichever occurs last.
  3. Participant Files: Subgrantee shall maintain all participant files for a minimum of six (6) years after closure or until completion of federal and state audits, whichever occurs last.
  4. Conflict of Interest: Subgrantee shall insure that no conflict of interest exists or arises between the subgrantee or persons employed by or associated with the subgrantee and any authorized vendor within or without the state of Nevada.
  5. Inspection: USDA and Nevada WIC Program through any authorized representative shall have the right at all reasonable times to inspect or otherwise evaluate the work performed or being performed by subgrantee pursuant to this subgrant at the premises where such work is performed or where subgrantee records are maintained. Subgrantee shall provide reasonable facilities and assistance for the safety and convenience of WIC program representatives in the performance of their duties pursuant to this section.

## V. CASELOAD AND FUNDING

- A. Assigned Caseload: Subgrantee agrees to provide the level of service sufficient to provide Electronic Benefit Transfer (EBT) benefits to an estimated 78,911 yearly participants at a maximum allowable reimbursement award of \$1,071,998. Subgrantee acknowledges that yearly participation must be no less than 95% of estimated participants and no more than 105% of estimation participants. A mid term

participant and funding review will be conducted during the month of May of the subgrant year for the purpose of evaluating expenditures and caseload. Adjustments may be necessary to the estimated caseload which may have the net effect of increasing or decreasing the maximum award. Subgrantee agrees to submit monthly reimbursements that are based on actual costs to provide services.

1. Adjustments of Caseload: State WIC program shall have the right to periodically adjust the assigned caseload of subgrantee, Upon written notification of caseload adjustment, subgrantee shall immediately take all reasonable steps necessary to decrease or increase participation as directed by WIC program to maintain the revised level of service. See A. above
2. Failure to Maintain Assigned Caseload: In the event of caseload changes, the WIC program office will coordinate with the subgrantee to make necessary award adjustments as appropriate. See A. above

B. Funding: In consideration of subgrantee's performance of all required services and fulfillment of all obligations pursuant to this subgrant, the WIC program agrees to pay to subgrantee the actual costs of providing said services up to the established maximum amount as reflected in paragraph V., section A. The WIC program will provide subgrantee with EBT cards, specialty infant formula, when approved, certification and nutrition education materials and technical support as necessary. Subgrantee hereby acknowledges and agrees that the maximum subgrant amount is subject to approval by the Administrator of the Nevada State Health Division and that the maximum amount is based upon the amount contained in paragraph V, section A.

**SUBGRANT BUDGET**

<b>1. Personnel</b>	<b>\$ 1,007,089</b>	
<b>2. Travel</b>	<b>\$ <del>59,159</del> 5,750</b>	
<b>3. Operating</b>	<b>\$ <del>5,750</del> 59,159</b>	
<b>4. Equipment</b>	<b>\$</b>	
<b>5. Contractual/Consultant</b>	<b>\$</b>	
<b>6. Training</b>	<b>\$</b>	
<b>7. Other</b>	<b>\$</b>	
<b>Total Cost</b>	<b>\$1,071,998</b>	

C Reimbursement: State WIC Program shall reimburse subgrantee monthly, and upon submission of a monthly Health Division Request for Reimbursement with supporting documentation acceptable to the state WIC program, provided the requested amount does not exceed authorized subgrant amount. Any amount in excess of the authorized subgrant amount shall be borne by subgrantee. Monthly reports shall be submitted by the 15<sup>th</sup> of the month after service to participant. The final Request for Reimbursement report must be submitted by November 30<sup>th</sup> following the end of each Federal Fiscal Year ended September 30<sup>th</sup>.

D Allowable Expense: Subgrantee shall be paid only for allowable expenses, as defined in the applicable regulations (OMB Circular A87,A110, A122 and A133). It is the Policy of the State Board of Examiners to restrict contractors/subgrantees travelers 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 see State Administrative Manual (SAM) Sections 0200.0 and 0320.0. Standard mileage reimbursement rate will be at the current Nevada State per mile rate. WIC program shall have the right to determine whether expenditures made by subgrantee from funds provided pursuant to this subgrant were made in accordance with the regulations and to withhold payment or demand reimbursement of disallowed expenditures from subgrantee.

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



F 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.

G Nutrition Education Requirement: Subgrantee shall expend a minimum of one-sixth of all funds provided in this subgrant for nutrition education by including Time and Effort Studies and Unit Breakdown forms with Request for Reimbursements. The state WIC program shall have the right to determine if the subgrantee has fulfilled this requirement in accordance with the regulations, and to withhold payment from subgrantee for the difference between the amount expended on nutrition education and an amount equal to the one-sixth of the total subgrant.

H Refunds: Subgrantee shall pay to state WIC program the amounts, including any interest thereon, of any and all refunds, rebates, credits, or other amounts accruing to or received by subgrantee for services provided by subgrantee in performance of this subgrant from any outside source to the extent that such amounts are allocable to costs for which subgrantee has been or may be reimbursed by state WIC program pursuant to this subgrant.

I Audit Exceptions: Subgrantee shall pay to state WIC program any and all amounts claimed for reimbursement of WIC program funds brought against subgrantee as a result of state or federal audits.

J Food Instrument Security: Subgrantee shall pay the state WIC program any and all amounts equal to the value of EBT cards which were in their custody and were lost, misused, or otherwise diverted from WIC program purposes through negligence, fraud, theft, embezzlement, or unexplained causes. Subgrantee shall have an opportunity to submit evidence, explanation or information concerning alleged instances of non-compliance or diversion prior to a final determination being made by state WIC program as to the imposition of this requirement.

#### VI. NON-LIMITATION OF REMEDY

The provisions of sanctions or penalties pursuant to this subgrant shall not be construed as excluding or reducing any criminal or civil penalties or sanctions or other remedies that may be applicable under Federal, State or local laws. Subgrantee hereby acknowledges and agrees that, pursuant to the Regulations, whoever embezzles, willfully misapplies, steals or obtains by fraud any funds, assets or property provided under the Child Nutrition Act, whether received directly or indirectly from FNS, or whoever receives, conceals or retains such funds, assets or property for his or her own interest, knowing such funds, assets or property have been embezzled, willfully misapplied, stolen or obtained by fraud shall, if such funds, assets or property are of the value of \$100 or more, be fined not more than \$25,000 or imprisoned not more than 5 years, or both or if such funds, assets or property are of a value of less than \$100, shall be fined not more than \$1,000 or imprisoned for not more than 1 year, or both.

#### VII. ADVERSE ACTIONS

A. Arbitrations: This subgrant shall not be subject to arbitration.

B. Adverse Action: The right of appeal shall be granted when state WIC office takes adverse actions which affect participation.

1. State WIC office must provide written notification of adverse action with a minimum of 60 days notice.
2. Subgrantee must file appeal within 15 calendar days of receipt of notification.
3. The hearing shall be convened with 20 days advance notice.
4. The hearing officer, appointed by the Administrator of The Health Division, shall schedule two alternative hearing dates.
5. Subgrantee shall have the opportunity to confront and cross-examine adverse witnesses; to be represented by counsel; and the opportunity to review the case record prior to the hearing.
6. Within 60 days of the date of receipt of the notice of appeal, the hearing officer shall is a written decision.

C. Disqualification: Subgrantee may be disqualified if:

1. The State WIC Office determines noncompliance with program regulations.
2. The State WIC Office program funds are insufficient to support the continued operation of all its existing local agencies at their current participation level.
3. When the State WIC Office determines, following a periodic review of local agency credentials, that another local agency can operate the program more effectively and efficiently.

D. Participation Pending Appeal: Appealing an action does not relieve Subgrantee, while the appeal is in process, from the responsibility of continued compliance with the terms of this Subgrant.

- E. Final Order: The decision shall be final and conclusive subject to an appeal to a court of law pursuant to NRS Chapter 233B.
- F. Exceptions: Expiration of this subgrant and reduction in caseload due to insufficient funds shall not be subject to appeal.

#### VIII. DISCRIMINATION

- A. Data Collection: Subgrantee shall comply with Federal Nutritional Services (FNS) requirements for the collection of racial and ethnic participation data.
- B. Translation Services: Subgrantee shall take all reasonable steps to ensure that WIC program information and nutrition education materials and services are available in the appropriate language to non-English or limited-English speaking persons or hearing and speech impaired.
- C. Employment: Subgrantee shall state in all solicitation or advertisements for employees placed by or on behalf of subgrantee that all applicants for employment shall receive consideration regardless of race, age, disability, color, sex, or national origin.
- D. Notice and Opportunity for Hearing: Subgrantee shall comply with FNS requirements for public notification of nondiscrimination policy. Subgrantee shall provide all persons with notice and an opportunity to file a civil rights complaint. Subgrantee shall refer any and all complaints of discrimination filed by applicants, eligible recipients or participants to the Director, Office of Equal Opportunity, USDA, Washington, DC 20250, with a copy to state WIC office.

#### IX. ADDITIONAL SERVICES AND FUNDS

Nothing in this subgrant shall be deemed in any way to authorize subgrantee to perform any additional services or to expend any additional funds without prior written authorization from state WIC office.

#### X. TERMINATION

- A. By Subgrantee: The Subgrant may be terminated by subgrantee prior to expiration by providing written notification to state WIC office provided that subgrantee continues to perform this subgrant during its term until such time as state WIC office is able to replace subgrantee with another provider of the services or until 120 days after notification of revocation, whichever occurs first.
- B. Availability of Federal Funds: This subgrant is contingent upon federal funding and will terminate if such funding becomes unavailable. State WIC office shall notify subgrantee immediately in writing of such termination.
- C. Cooperation: Subgrantee shall, upon notification of the termination of this subgrant and if so directed by state WIC office, cooperate in any and all efforts to refer participants to other WIC clinics in order to maintain continuity of participation in the WIC program.
- D. Liability Following Termination: Following receipt of notice of termination by state WIC office, subgrantee shall cease all WIC program operations as of the effective date of termination. Subgrantee shall be liable for any and all EBT cards issued by subgrantee after the effective date of termination of this subgrant, unless the issuance of such EBT Cards is expressly authorize in writing by state WIC office.
- E. This subgrant agreement may be TERMINATED by either party prior to the date set forth on the Notice of Subgrant Award, provided the 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 of for any reason the Health Division, state, and/or federal funding ability to satisfy this Agreement is withdrawn, limited, or impaired.

#### XI. VALIDITY AND EFFECTIVENESS OF SUBGRANT.

- A. Both parties recognize that this subgrant's validity and effectiveness are conditional upon availability of funds as provided for by Congress for the purposes of this program.
- B. It is mutually understood between the parties that this subgrant may have been written prior to October 1 of the current year and before congressional appropriation of funds, for the mutual benefit of both parties in order to avoid program and fiscal delays which would occur if the subgrant were executed after October 1.
- C. This subgrant is valid and enforceable only if sufficient funds are made available to the state WIC office by the United States government for the fiscal year specified for the purposes of this program. In

addition, this subgrant is subject to any additional restrictions, limitations or conditions enacted by the Congress or any statute enacted by the Congress which may affect the provisions, terms or funding of this subgrant in any manner.

- D. It is mutually agreed that if the Congress does not appropriate sufficient funds for the program, this subgrant may be amended or terminated, to reflect any reduction in funding the Nevada WIC program.

#### XII.AUDIT

Subgrantee shall have an independent audit of its operations performed during the term of this subgrant. If the subgrantee expends more than \$500,000 in aggregate federal funds, an audit must be performed in accordance with OMB Circular A-133, as revised June 27<sup>th</sup>, 2003. The audit must be completed and submitted to state WIC office within nine (9) months following the close of the fiscal year or subgrantee will be subject to a penalty of up to the amount paid for the audit and Subgrant funding maybe withheld.

#### XIII.RENEWAL

Nothing in this Subgrant shall be deemed to impose any obligation on either party to enter into any subsequent Subgrant.

#### XIV.WHOLE AGREEMENT

This subgrant with Sections A, B, C, D and E constitutes the entire agreement between the parties hereto, and supersedes and replaces all previous communications, representations, or agreements, whether oral or written, between the parties pertaining to the subject matter herein.

**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.***

**Nevada Department of Health and Human Services**

Health Division # HD13045  
 Bureau Program # 3214  
 GL # 8516  
 Draw #: \_\_\_\_\_

**HEALTH DIVISION**

**REQUEST FOR REIMBURSEMENT**

<b>Program Name:</b> Women, Infants and Children (WIC)	<b>Subgrantee Name:</b> Wahoe County Health District IO-10031
<b>Address:</b> 4126 Technology Way, Suite 102 Carson City, NV89706	<b>Address:</b> 1009 East 9th St/PO Box 11130 Reno, NV 89520
<b>Subgrant Period:</b> October 1, 2012 through September 30, 2013	<b>Subgrantee EIN#:</b> 88-6000138 <b>Subgrantee Vendor#:</b> T41107900

**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 Approved Budget	B Total Prior Requests	C Current Request	D Year To Date Total	E Budget Balance	F Percent Expended
1 Personnel	\$ 1,007,089	\$ 0	\$ 0	\$ 0	\$ 1,007,089	0%
2 Travel	\$ <del>59,159</del> <sup>5750</sup>	\$ 0	\$ 0	\$ 0	\$ 59,159	0%
3 Operating	\$ <del>5,750</del> <sup>59154</sup>	\$ 0	\$ 0	\$ 0	\$ 5,750	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 Other	\$ 0	\$ 0	\$ 0	\$ 0	0	#DIV/0!
8 <b>Total</b>	\$ 1,071,998	\$ 0	\$ 0	\$ 0	\$ 1,071,998	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/back-up. Reimbursement is only allowed for items contained within Subgrant Award documents. If applicable, travel claims must accompany report.

**FOR HEALTH DIVISION USE ONLY**

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

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

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

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

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

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? June 30, 2013
4. How often is your organization audited? Annually
5. When was your last audit performed? FY12 In Progress; FY11 October 2011
6. What time period did it cover? July 1, 2011 - June 30, 2012
7. Which accounting firm conducted the audit? Kafoury, Armstrong & Co.

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SIGNATURE

TITLE

DATE

## SECTION E

### STATE OF NEVADA DEPARTMENT OF HEALTH AND HUMAN SERVICES

#### *NEVADA STATE HEALTH DIVISION*

#### CONFIDENTIALITY ADDENDUM

#### BETWEEN

Nevada State Health Division  
Bureau of Public Health and Clinical Services  
Women, Infants and Children (WIC) Program  
Hereinafter referred to as "Division"  
and

Washoe County Health District  
hereinafter referred to as "Contractor"

This CONFIDENTIALITY ADDENDUM (the Addendum) is hereby entered into between Division and Contractor.

WHEREAS, Contractor may have access, view or be provided information, in conjunction with goods or services provided by Contractor to Division that is confidential and must be treated and protected as such.

NOW, THEREFORE, Division and Contractor agree as follows:

#### I. DEFINITIONS

The following terms shall have the meaning ascribed to them in this Section. Other capitalized terms shall have the meaning ascribed to them in the context in which they first appear.

1. **Agreement** shall refer to this document and that particular inter-local or other agreement to which this addendum is made a part.
2. **Confidential Information** shall mean any individually identifiable information, health information or other information in any form or media.
3. **Contractor** shall mean the name of the organization described above.
4. **Required by Law** shall mean a mandate contained in law that compels a use or disclosure of information.

#### II. TERM

The term of this Addendum shall commence as of the effective date of the primary inter-local or other agreement and shall expire when all information provided by Division or created by Contractor from that confidential information is destroyed or returned, if feasible, to Division pursuant to Clause VI (4).

III. LIMITS ON USE AND DISCLOSURE ESTABLISHED BY TERMS OF CONTRACT OR LAW

Contractor hereby agrees it shall not use or disclose the confidential information provided, viewed or made available by Division for any purpose other than as permitted by Agreement or required by law.

IV. PERMITTED USES AND DISCLOSURES OF INFORMATION BY CONTRACTOR

Contractor shall be permitted to use and/or disclose information accessed, viewed or provided from Division for the purpose(s) required in fulfilling its responsibilities under the primary inter-local or other agreement.

V. USE OR DISCLOSURE OF INFORMATION

Contractor may use information as stipulated in the primary inter-local or other agreement if necessary for the proper management and administration of Contractor; to carry out legal responsibilities of Contractor; and to provide data aggregation services relating to the health care operations of Division. Contractor may disclose information if:

1. The disclosure is required by law; or
2. The disclosure is allowed by the inter-local or other agreement to which this Addendum is made a part; or
3. The Contractor has obtained written approval from the Division.

VI. OBLIGATIONS OF CONTRACTOR

1. **Agents and Subcontractors.** Contractor shall ensure by subcontract that any agents or subcontractors to whom it provides or makes available information, will be bound by the same restrictions and conditions on the access, view or use of confidential information that apply to Contractor and are contained in Agreement.
2. **Appropriate Safeguards.** Contractor will use appropriate safeguards to prevent use or disclosure of confidential information other than as provided for by Agreement.
3. **Reporting Improper Use or Disclosure.** Contractor will immediately report in writing to Division any use or disclosure of confidential information not provided for by Agreement of which it becomes aware.
4. **Return or Destruction of Confidential Information.** Upon termination of Agreement, Contractor will return or destroy all confidential information created or received by Contractor on behalf of Division. If returning or destroying confidential information at termination of Agreement is not feasible, Contractor will extend the protections of Agreement to that confidential information as long as the return or destruction is infeasible. All confidential information of which the Contractor maintains will not be used or disclosed.

**IN WITNESS WHEREOF,** Contractor and the Division have agreed to the terms of the above written Addendum as of the effective date of the inter-local or other agreement to which this Addendum is made a part.

CONTRACTOR/ORGANIZATION

DIVISION

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

Richard Whitley  
\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

Administrator  
\_\_\_\_\_  
Title



HEALTH DIVISION

(hereinafter referred to as the DIVISION)

Budget Account #:	3214
Category #:	04
GL #:	8516

NOTICE OF SUBGRANT AWARD

<b>Program Name:</b> Women, Infants and Children (WIC) Bureau of Public Health and Clinical Services Nevada State Health Division	<b>Subgrantee Name:</b> Washoe County Health District IO-10031
--	--

<b>Address:</b> 4126 Technology Way, Suite 102 Carson City, NV 89706-2009	<b>Address:</b> 1009 East 9 <sup>th</sup> Street/PO Box 11130 Reno, NV 89520-0027
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<b>Subgrant Period:</b> October 1, 2012 or upon approval by all parties, whichever is later through September 30, 2013	<b>Subgrantee's</b> <b>EIN#:</b> 88-6000138 <b>Vendor#:</b> T41107900 <b>Dun &amp; Bradstreet#:</b> 073-78-6998
--	--

**Reason for Award:** Provide funding for operation of WIC clinics

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

**Approved Budget Categories:**

1. Personnel	\$ 1,007,089.00
2. Travel	\$ <del>59,159.00</del> 5,750.00
3. Operating	\$ <del>5,750.00</del> 59,159.00
4. Equipment	\$
5. Contractual/Consultant	\$
6. Training	\$
7. Other	\$
<b>Total Cost</b>	<b>\$ 1,071,998.00</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*. Annual reimbursement will not exceed **\$1,071,998.00** during the subgrant fiscal year.

<b>Source of Funds:</b>	<b>% of Funds:</b>	<b>CFDA#:</b>	<b>Federal Grant #:</b>
1. WIC Nutrition Services/Administration	100	10.577	7NV700NV7

**Terms and Conditions**  
In accepting these grant funds, it is understood that:

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

Authorized Sub-grantee Official Title	Signature	Date
Michelle Walker Program Manager	<i>Michelle Walker</i>	8/8/12
Mary Wherry Bureau Chief	<i>Mary Wherry</i>	8-8-12
Richard Whitley, MS Administrator, Health Division		

**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

Washoe County Health District, hereinafter referred to as Subgrantee, agrees to provide the following services for the State of Nevada Women, Infant, and Children (WIC) program:

- I. GENERAL: Subgrantee shall operate using the following guidelines:
  - A. Comply with the fiscal and operational requirements prescribed by the State of Nevada WIC Program pursuant to 7CFR part 246, 7CFR part 3016, the debarment and suspension requirements of 7 CFR part 3017, if applicable, the lobbying restrictions of 7 CFR part 3018, and FNS guidelines and instructions;
  - B. Have at least one competent professional authority (CPA) on the staff of the local agency who possesses the necessary skills to perform certification procedures;
  - C. Provide nutrition education services to participants, in compliance with 7CFR part 246.11 and FNS guidelines and instructions;
  - D. Implement a food delivery system prescribed by the state pursuant to 7CFR part 246.12 and approved by FNS;
  - E. Inform and facilitate the delivery of appropriate health services to WIC participants, and in the case of referrals, have current written agreements in place with health care providers;
  - F. Maintain and have available for review, audit, and evaluation all criteria used for certification.
  - G. Maintain complete, accurate current documentation that accounts for program funds received and expended;
  - H. Maintain comprehensive internal control procedures to insure proper funds management and separation of duties when determining eligibility and issuing benefits;
  - I. Maintain a computer back-up system that duplicates all record transactions on a daily basis, transmit transfer files daily and when requested perform a re-create within 24 hours of State request;
  - J. Prohibit discrimination against persons on the grounds of race, color, national origin, age, sex or handicap, and compiles data, maintains records and submits reports as required to permit effective enforcement of nondiscrimination laws;
  - K. Prohibit smoking in WIC facilities where WIC functions are carried out.
- II. CLINIC OPERATION
  - A. Term: The term of the Subgrant is October 1, 2012, through September 30, 2013.
  - B. Clinic Operation: Subgrantee shall operate clinic(s) in accordance with the WIC Policy and Procedure Manual, incorporated herein by reference as if set forth in full, subject to coordination and supervision of the state WIC office.
  - C. Operating Hours: Full time clinics shall remain open a minimum of 8 hours daily to meet participants needs. Agencies are encouraged to provide staff manning during lunch period and give consideration to providing services prior to 8 AM and after 5 PM or on Saturday to meet the needs of participants, receiving WIC benefits.
  - D. Personnel Assigned: Terminations, replacements or additions will be reported to the state WIC office within seventy two (72) hours of occurrence, and include affected employee's work location, position and work telephone number.
  - E. Any change in clinic location, including opening of a new clinic, must be approved in writing by state WIC office at least 60 days prior to change in clinic location. A copy of the proposed lease must be forwarded to the state WIC office for review prior to execution.

III. STAFF, FACILITIES AND EQUIPMENT

- A. Training: Subgrantee shall provide, or cause to be provided, training in accordance with State WIC program objectives and Value Enhanced Nutritional Assessment (VENA) guidance, for each appropriate WIC staff member during the term of this subgrant, and will document such training. Training shall ensure that staff works toward meeting the six competency areas for WIC nutrition assessment; (1) principles of life-cycle nutrition; (2) nutrition assessment process; (3) anthropometric and hematological data collection; (4) communication; (5) multicultural awareness; (6) critical thinking.

## B. Facilities

1. Privacy: Subgrantee shall make provisions to insure clinic space provides privacy and confidentiality for applicants during application and individual nutritional education procedures.
2. Laboratory Registration: All metropolitan area subgrantees must register all clinics with the United States Department of Health and Human Services in accordance with 42 CFR part 493 and with the Nevada Bureau of Licensure and Certification in accordance with Nevada Administrative Code 652. Rural clinics will make arrangements to have hemoglobin tests performed in accordance with policy #CT:13 of the WIC Policy and Procedure Manual.

## C. Equipment

1. Title: All property purchased with funds provided by the state WIC program pursuant to this subgrant that are not fully consumed in performance of this subgrant shall be the property of the state WIC program.
2. Inventory: Equipment having a useful life over one year and costing a minimum of \$5,000, purchased using WIC funds, will be inventoried and reported annually, with clinic plan, to the state WIC office prior to September 30<sup>th</sup> of the current subgrant year. The inventory list shall include date of purchase, cost, clinic location, and if available, state of Nevada inventory tag number and/or subgrantee inventory tag number.
3. Loss: Subgrantee shall be responsible for all equipment purchased with funds provided by State WIC funds, insuring that said equipment is maintained in good repair and working order. In the event of loss of said equipment, due to theft or disaster, subgrantee shall replace such equipment with equipment of like value at Subgrantee expense.
4. Purchase: Equipment purchases which exceed \$5,000 and all purchases of computer hardware must receive prior written approval from State WIC Office.

## IV. PROGRAM ADMINISTRATION

- A. General: Subgrantee shall operate clinic(s) in accordance with provisions of 7CFR part 246, 7CFR part 3016 and State WIC Policy and Procedure Manual, incorporated herein by reference as if set forth in full, subject to coordination and supervision of the state WIC office.
- B. Clinic Plan: Subgrantee shall submit to the state WIC office their annual Clinic Plan with their, equipment inventory, and current laboratory certification, no later than September 30<sup>th</sup>. Failure to comply may result in funding delay.

## C. Record Retention

1. Administrative Files: Subgrantee shall maintain and have available for program review and audit all administrative files pertaining to its WIC clinic operations for a minimum of six (6) years from the date of termination of the subgrant or until all discrepancies relating to audit findings are resolved, whichever occurs later.
2. Fiscal Records: Subgrantee shall maintain all fiscal records and books, including records and books supporting indirect rates, for a period of five (5) years from the date of termination of the subgrant or until any discrepancies related to audit findings are resolved, whichever occurs last.
3. Participant Files: Subgrantee shall maintain all participant files for a minimum of six (6) years after closure or until completion of federal and state audits, whichever occurs last.
4. Conflict of Interest: Subgrantee shall insure that no conflict of interest exists or arises between the subgrantee or persons employed by or associated with the subgrantee and any authorized vendor within or without the state of Nevada.
5. Inspection: USDA and Nevada WIC Program through any authorized representative shall have the right at all reasonable times to inspect or otherwise evaluate the work performed or being performed by subgrantee pursuant to this subgrant at the premises where such work is performed or where subgrantee records are maintained. Subgrantee shall provide reasonable facilities and assistance for the safety and convenience of WIC program representatives in the performance of their duties pursuant to this section.

## V. CASELOAD AND FUNDING

- A. Assigned Caseload: Subgrantee agrees to provide the level of service sufficient to provide Electronic Benefit Transfer (EBT) benefits to an estimated 78,911 yearly participants at a maximum allowable reimbursement award of \$1,071,998. Subgrantee acknowledges that yearly participation must be no less than 95% of estimated participants and no more than 105% of estimation participants. A mid term

participant and funding review will be conducted during the month of May of the subgrant year for the purpose of evaluating expenditures and caseload. Adjustments may be necessary to the estimated caseload which may have the net effect of increasing or decreasing the maximum award. Subgrantee agrees to submit monthly reimbursements that are based on actual costs to provide services.

1. Adjustments of Caseload: State WIC program shall have the right to periodically adjust the assigned caseload of subgrantee, Upon written notification of caseload adjustment, subgrantee shall immediately take all reasonable steps necessary to decrease or increase participation as directed by WIC program to maintain the revised level of service. See A. above
2. Failure to Maintain Assigned Caseload: In the event of caseload changes, the WIC program office will coordinate with the subgrantee to make necessary award adjustments as appropriate. See A. above

B. Funding: In consideration of subgrantee's performance of all required services and fulfillment of all obligations pursuant to this subgrant, the WIC program agrees to pay to subgrantee the actual costs of providing said services up to the established maximum amount as reflected in paragraph V., section A. The WIC program will provide subgrantee with EBT cards, specialty infant formula, when approved, certification and nutrition education materials and technical support as necessary. Subgrantee hereby acknowledges and agrees that the maximum subgrant amount is subject to approval by the Administrator of the Nevada State Health Division and that the maximum amount is based upon the amount contained in paragraph V, section A.

**SUBGRANT BUDGET**

<b>1. Personnel</b>	<b>\$ 1,007,089</b>	
<b>2. Travel</b>	<del>\$ 59,159</del> <b>5,750</b>	
<b>3. Operating</b>	<del>\$ 5,750</del> <b>59,159</b>	
<b>4. Equipment</b>	\$	
<b>5. Contractual/Consultant</b>	\$	
<b>6. Training</b>	\$	
<b>7. Other</b>	\$	
<b>Total Cost</b>	<b>\$1,071,998</b>	

C Reimbursement: State WIC Program shall reimburse subgrantee monthly, and upon submission of a monthly Health Division Request for Reimbursement with supporting documentation acceptable to the state WIC program, provided the requested amount does not exceed authorized subgrant amount. Any amount in excess of the authorized subgrant amount shall be borne by subgrantee. Monthly reports shall be submitted by the 15<sup>th</sup> of the month after service to participant. The final Request for Reimbursement report must be submitted by November 30<sup>th</sup> following the end of each Federal Fiscal Year ended September 30<sup>th</sup>.

D Allowable Expense: Subgrantee shall be paid only for allowable expenses, as defined in the applicable regulations (OMB Circular A87, A110, A122 and A133). It is the Policy of the State Board of Examiners to restrict contractors/subgrantees travelers 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 see State Administrative Manual (SAM) Sections 0200.0 and 0320.0. Standard mileage reimbursement rate will be at the current Nevada State per mile rate. WIC program shall have the right to determine whether expenditures made by subgrantee from funds provided pursuant to this subgrant were made in accordance with the regulations and to withhold payment or demand reimbursement of disallowed expenditures from subgrantee.

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

F 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.

G Nutrition Education Requirement: Subgrantee shall expend a minimum of one-sixth of all funds provided in this subgrant for nutrition education by including Time and Effort Studies and Unit Breakdown forms with Request for Reimbursements. The state WIC program shall have the right to determine if the subgrantee has fulfilled this requirement in accordance with the regulations, and to withhold payment from subgrantee for the difference between the amount expended on nutrition education and an amount equal to the one-sixth of the total subgrant.

H Refunds: Subgrantee shall pay to state WIC program the amounts, including any interest thereon, of any and all refunds, rebates, credits, or other amounts accruing to or received by subgrantee for services provided by subgrantee in performance of this subgrant from any outside source to the extent that such amounts are allocable to costs for which subgrantee has been or may be reimbursed by state WIC program pursuant to this subgrant.

I Audit Exceptions: Subgrantee shall pay to state WIC program any and all amounts claimed for reimbursement of WIC program funds brought against subgrantee as a result of state or federal audits.

J Food Instrument Security: Subgrantee shall pay the state WIC program any and all amounts equal to the value of EBT cards which were in their custody and were lost, misused, or otherwise diverted from WIC program purposes through negligence, fraud, theft, embezzlement, or unexplained causes. Subgrantee shall have an opportunity to submit evidence, explanation or information concerning alleged instances of non-compliance or diversion prior to a final determination being made by state WIC program as to the imposition of this requirement.

#### VI. NON-LIMITATION OF REMEDY

The provisions of sanctions or penalties pursuant to this subgrant shall not be construed as excluding or reducing any criminal or civil penalties or sanctions or other remedies that may be applicable under Federal, State or local laws. Subgrantee hereby acknowledges and agrees that, pursuant to the Regulations, whoever embezzles, willfully misapplies, steals or obtains by fraud any funds, assets or property provided under the Child Nutrition Act, whether received directly or indirectly from FNS, or whoever receives, conceals or retains such funds, assets or property for his or her own interest, knowing such funds, assets or property have been embezzled, willfully misapplied, stolen or obtained by fraud shall, if such funds, assets or property are of the value of \$100 or more, be fined not more than \$25,000 or imprisoned not more than 5 years, or both or if such funds, assets or property are of a value of less than \$100, shall be fined not more than \$1,000 or imprisoned for not more than 1 year, or both.

#### VII. ADVERSE ACTIONS

A. Arbitrations: This subgrant shall not be subject to arbitration.

B. Adverse Action: The right of appeal shall be granted when state WIC office takes adverse actions which affect participation.

1. State WIC office must provide written notification of adverse action with a minimum of 60 days notice.
2. Subgrantee must file appeal within 15 calendar days of receipt of notification.
3. The hearing shall be convened with 20 days advance notice.
4. The hearing officer, appointed by the Administrator of The Health Division, shall schedule two alternative hearing dates.
5. Subgrantee shall have the opportunity to confront and cross-examine adverse witnesses; to be represented by counsel; and the opportunity to review the case record prior to the hearing.
6. Within 60 days of the date of receipt of the notice of appeal, the hearing officer shall is a written decision.

C. Disqualification: Subgrantee may be disqualified if:

1. The State WIC Office determines noncompliance with program regulations.
2. The State WIC Office program funds are insufficient to support the continued operation of all its existing local agencies at their current participation level.
3. When the State WIC Office determines, following a periodic review of local agency credentials, that another local agency can operate the program more effectively and efficiently.

D. Participation Pending Appeal: Appealing an action does not relieve Subgrantee, while the appeal is in process, from the responsibility of continued compliance with the terms of this Subgrant.

- E. Final Order: The decision shall be final and conclusive subject to an appeal to a court of law pursuant to NRS Chapter 233B.
- F. Exceptions: Expiration of this subgrant and reduction in caseload due to insufficient funds shall not be subject to appeal.

#### VIII. DISCRIMINATION

- A. Data Collection: Subgrantee shall comply with Federal Nutritional Services (FNS) requirements for the collection of racial and ethnic participation data.
- B. Translation Services: Subgrantee shall take all reasonable steps to ensure that WIC program information and nutrition education materials and services are available in the appropriate language to non-English or limited-English speaking persons or hearing and speech impaired.
- C. Employment: Subgrantee shall state in all solicitation or advertisements for employees placed by or on behalf of subgrantee that all applicants for employment shall receive consideration regardless of race, age, disability, color, sex, or national origin.
- D. Notice and Opportunity for Hearing: Subgrantee shall comply with FNS requirements for public notification of nondiscrimination policy. Subgrantee shall provide all persons with notice and an opportunity to file a civil rights complaint. Subgrantee shall refer any and all complaints of discrimination filed by applicants, eligible recipients or participants to the Director, Office of Equal Opportunity, USDA, Washington, DC 20250, with a copy to state WIC office.

#### IX. ADDITIONAL SERVICES AND FUNDS

Nothing in this subgrant shall be deemed in any way to authorize subgrantee to perform any additional services or to expend any additional funds without prior written authorization from state WIC office.

#### X. TERMINATION

- A. By Subgrantee: The Subgrant may be terminated by subgrantee prior to expiration by providing written notification to state WIC office provided that subgrantee continues to perform this subgrant during its term until such time as state WIC office is able to replace subgrantee with another provider of the services or until 120 days after notification of revocation, whichever occurs first.
- B. Availability of Federal Funds: This subgrant is contingent upon federal funding and will terminate if such funding becomes unavailable. State WIC office shall notify subgrantee immediately in writing of such termination.
- C. Cooperation: Subgrantee shall, upon notification of the termination of this subgrant and if so directed by state WIC office, cooperate in any and all efforts to refer participants to other WIC clinics in order to maintain continuity of participation in the WIC program.
- D. Liability Following Termination: Following receipt of notice of termination by state WIC office, subgrantee shall cease all WIC program operations as of the effective date of termination. Subgrantee shall be liable for any and all EBT cards issued by subgrantee after the effective date of termination of this subgrant, unless the issuance of such EBT Cards is expressly authorize in writing by state WIC office.
- E. This subgrant agreement may be TERMINATED by either party prior to the date set forth on the Notice of Subgrant Award, provided the 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.

#### XI. VALIDITY AND EFFECTIVENESS OF SUBGRANT.

- A. Both parties recognize that this subgrant's validity and effectiveness are conditional upon availability of funds as provided for by Congress for the purposes of this program.
- B. It is mutually understood between the parties that this subgrant may have been written prior to October 1 of the current year and before congressional appropriation of funds, for the mutual benefit of both parties in order to avoid program and fiscal delays which would occur if the subgrant were executed after October 1.
- C. This subgrant is valid and enforceable only if sufficient funds are made available to the state WIC office by the United States government for the fiscal year specified for the purposes of this program. In



addition, this subgrant is subject to any additional restrictions, limitations or conditions enacted by the Congress or any statute enacted by the Congress which may affect the provisions, terms or funding of this subgrant in any manner.

- D. It is mutually agreed that if the Congress does not appropriate sufficient funds for the program, this subgrant may be amended or terminated, to reflect any reduction in funding the Nevada WIC program.

#### XII.AUDIT

Subgrantee shall have an independent audit of its operations performed during the term of this subgrant. If the subgrantee expends more than \$500,000 in aggregate federal funds, an audit must be performed in accordance with OMB Circular A-133, as revised June 27<sup>th</sup>, 2003. The audit must be completed and submitted to state WIC office within nine (9) months following the close of the fiscal year or subgrantee will be subject to a penalty of up to the amount paid for the audit and Subgrant funding maybe withheld.

#### XIII.RENEWAL

Nothing in this Subgrant shall be deemed to impose any obligation on either party to enter into any subsequent Subgrant.

#### XIV.WHOLE AGREEMENT

This subgrant with Sections A, B, C, D and E constitutes the entire agreement between the parties hereto, and supersedes and replaces all previous communications, representations, or agreements, whether oral or written, between the parties pertaining to the subject matter herein.

**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.***

## Nevada Department of Health and Human Services

Health Division # HD13045  
 Bureau Program # 3214  
 GL # 8516  
 Draw #: \_\_\_\_\_

### HEALTH DIVISION

#### REQUEST FOR REIMBURSEMENT

<b>Program Name:</b> Women, Infants and Children (WIC)	<b>Subgrantee Name:</b> Wahoe County Health District IO-10031
<b>Address:</b> 4126 Technology Way, Suite 102 Carson City, NV89706	<b>Address:</b> 1009 East 9th St/PO Box 11130 Reno, NV 89520
<b>Subgrant Period:</b> October 1, 2012 through September 30, 2013	<b>Subgrantee EIN#:</b> 88-6000138 <b>Subgrantee Vendor#:</b> T41107900

#### 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 Approved Budget	B Total Prior Requests	C Current Request	D Year To Date Total	E Budget Balance	F Percent Expended
1 Personnel	\$ 1,007,089	\$ 0	\$ 0	\$ 0	1,007,089	0%
2 Travel	<del>57,500</del> 59,159	\$ 0	\$ 0	\$ 0	59,159	0%
3 Operating	<del>59,159</del> 5,750	\$ 0	\$ 0	\$ 0	5,750	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 Other	\$ 0	\$ 0	\$ 0	\$ 0	0	#DIV/0!
8 <b>Total</b>	\$ 1,071,998	\$ 0	\$ 0	\$ 0	1,071,998	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/back-up.  
 Reimbursement is only allowed for items contained within Subgrant Award documents. If applicable, travel claims must accompany report.

#### FOR HEALTH DIVISION USE ONLY

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

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

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

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

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

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? June 30, 2013
4. How often is your organization audited? Annually
5. When was your last audit performed? FY12 In Progress; FY11 October 2011
6. What time period did it cover? July 1, 2011 - June 30, 2012
7. Which accounting firm conducted the audit? Kafoury, Armstrong & Co.

---

SIGNATURE

TITLE

DATE

## SECTION E

### STATE OF NEVADA DEPARTMENT OF HEALTH AND HUMAN SERVICES

#### *NEVADA STATE HEALTH DIVISION*

#### **CONFIDENTIALITY ADDENDUM**

#### BETWEEN

Nevada State Health Division  
Bureau of Public Health and Clinical Services  
Women, Infants and Children (WIC) Program  
Hereinafter referred to as "Division"  
and

Washoe County Health District  
hereinafter referred to as "Contractor"

This CONFIDENTIALITY ADDENDUM (the Addendum) is hereby entered into between Division and Contractor.

WHEREAS, Contractor may have access, view or be provided information, in conjunction with goods or services provided by Contractor to Division that is confidential and must be treated and protected as such.

NOW, THEREFORE, Division and Contractor agree as follows:

#### I. DEFINITIONS

The following terms shall have the meaning ascribed to them in this Section. Other capitalized terms shall have the meaning ascribed to them in the context in which they first appear.

1. **Agreement** shall refer to this document and that particular inter-local or other agreement to which this addendum is made a part.
2. **Confidential Information** shall mean any individually identifiable information, health information or other information in any form or media.
3. **Contractor** shall mean the name of the organization described above.
4. **Required by Law** shall mean a mandate contained in law that compels a use or disclosure of information.

#### II. TERM

The term of this Addendum shall commence as of the effective date of the primary inter-local or other agreement and shall expire when all information provided by Division or created by Contractor from that confidential information is destroyed or returned, if feasible, to Division pursuant to Clause VI (4).

III. LIMITS ON USE AND DISCLOSURE ESTABLISHED BY TERMS OF CONTRACT OR LAW

Contractor hereby agrees it shall not use or disclose the confidential information provided, viewed or made available by Division for any purpose other than as permitted by Agreement or required by law.

IV. PERMITTED USES AND DISCLOSURES OF INFORMATION BY CONTRACTOR

Contractor shall be permitted to use and/or disclose information accessed, viewed or provided from Division for the purpose(s) required in fulfilling its responsibilities under the primary inter-local or other agreement.

V. USE OR DISCLOSURE OF INFORMATION

Contractor may use information as stipulated in the primary inter-local or other agreement if necessary for the proper management and administration of Contractor; to carry out legal responsibilities of Contractor; and to provide data aggregation services relating to the health care operations of Division. Contractor may disclose information if:

1. The disclosure is required by law; or
2. The disclosure is allowed by the inter-local or other agreement to which this Addendum is made a part; or
3. The Contractor has obtained written approval from the Division.

VI. OBLIGATIONS OF CONTRACTOR

1. **Agents and Subcontractors.** Contractor shall ensure by subcontract that any agents or subcontractors to whom it provides or makes available information, will be bound by the same restrictions and conditions on the access, view or use of confidential information that apply to Contractor and are contained in Agreement.
2. **Appropriate Safeguards.** Contractor will use appropriate safeguards to prevent use or disclosure of confidential information other than as provided for by Agreement.
3. **Reporting Improper Use or Disclosure.** Contractor will immediately report in writing to Division any use or disclosure of confidential information not provided for by Agreement of which it becomes aware.
4. **Return or Destruction of Confidential Information.** Upon termination of Agreement, Contractor will return or destroy all confidential information created or received by Contractor on behalf of Division. If returning or destroying confidential information at termination of Agreement is not feasible, Contractor will extend the protections of Agreement to that confidential information as long as the return or destruction is infeasible. All confidential information of which the Contractor maintains will not be used or disclosed.

**IN WITNESS WHEREOF**, Contractor and the Division have agreed to the terms of the above written Addendum as of the effective date of the inter-local or other agreement to which this Addendum is made a part.

CONTRACTOR/ORGANIZATION

DIVISION

\_\_\_\_\_  
Signature

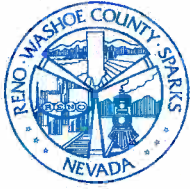
\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

Richard Whitley  
\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

Administrator  
\_\_\_\_\_  
Title



# Washoe County Health District



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

## STAFF REPORT BOARD MEETING DATE: 9/27/12

**DATE:** August 27, 2012

**TO:** District Board of Health

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

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

**SUBJECT:** Approval of Notice of Grant Award dated August 24, 2012 from the Department of Health and Human Services Public Health Service for the period June 30, 2012 to June 29, 2013 in the amount of \$854,980 in support of the Family Planning Program; Approval of amendments totaling an increase of \$54,980 in both revenue and expense to the FY 13 Title X Family Planning Federal Grant Program, IO 10025; Authorize the creation of a permanent part-time (19 hr/week) non-benefitted Advanced Practitioner of Nursing (APN) position (PC#TBD) as evaluated by the Job Evaluation Committee (JEC).

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### 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's Family Planning program received from the Department of Health and Human Services Public Health Service the Notice of Grant Award for the period June 30, 2012 through June 29, 2013 in the total amount of \$854,980. A copy of the Notice of Grant Award is attached.

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

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

It also supports the Washoe County Health District's Family Planning Program mission to promote and assure that all Washoe County citizens have access to confidential, high quality, culturally competent reproductive health and family planning services that fosters healthy communities.

**AGENDA ITEM # 8.F.2.**

**PREVIOUS ACTION**

The District Board of Health approved this year's base Notice of Grant Award in the total amount of \$785,000 on July 26, 2012.

**BACKGROUND**

The District Board of Health accepted the FY13 Family Planning Title X Base Grant Award in the amount of \$785,000 on July 26, 2012. The Washoe County Health District received an amended award dated August 24, 2012 that provides an additional \$69,980 in funding. These funds were awarded as directed supplemental funds and will be utilized to hire a part-time (19 hrs/week) non-benefitted Advanced Practitioner of Nursing that will provide patient examinations and birth control management. Funding for this position was requested to assist the family planning program with succession planning because at least one APN retirement is anticipated in FY13. Funding will also be utilized to purchase IUD's and contraceptive implants to align with the Office of Population Affairs Priority to expand access to a broad range of acceptable and effective family planning methods and for vasectomy referral services.

The creation of the permanent part-time APN position (PC#TBD) as evaluated by the Job Evaluation Committee (JEC) will also require Washoe County Manager's approval.

The FY13 Title X Family Planning Budget was projected at \$800,000. The award amount is \$854,980. A budget amendment in the amount of \$54,980 is necessary to bring the Notice of Grant Award into alignment with the program budget.

**FISCAL IMPACT**

Should the Board approve these budget amendments, the adopted FY 13 budget will be **increased by \$54,980** in the following accounts:

<u>Account Number</u>	<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
<b>2002-IO-10025-431100</b>	<b>Federal Revenue</b>	<b>\$54,980</b>
2002-IO-10025-701120	Part Time	19,794
-705230	Medicare	379
-710714	Referral Services	9,040
-710703	Biologicals	25,767
	<b>Total Expenditures</b>	<b>\$54,980</b>

**RECOMMENDATION**

Staff recommends that the Washoe County District Board of Health approve the Notice of Grant Award dated August 24, 2012 from the Department of Health and Human Services Public Health Service for the period June 30, 2012 to June 29, 2013 in the amount of \$854,980 in support of the Family Planning Program; Approve amendments totaling an increase of \$54,980 in both revenue and expense to the FY 13 Title X Family Planning Federal Grant Program, IO 10025; Authorize the creation of a permanent part-



time (19 hr/week) non-benefitted Advanced Practitioner of Nursing (APN) position (PC#TBD) as evaluated by the Job Evaluation Committee (JEC).

**POSSIBLE MOTION**

Move to approve the Notice of Grant Award dated August 24, 2012 from the Department of Health and Human Services Public Health Service for the period June 30, 2012 to June 29, 2013 in the amount of \$854,980 in support of the Family Planning Program; Approve amendments totaling an increase of \$54,980 in both revenue and expense to the FY 13 Title X Family Planning Federal Grant Program, IO 10025; Authorize the creation of a permanent part-time (19 hr/week) non-benefitted Advanced Practitioner of Nursing (APN) position (PC#TBD) as evaluated by the Job Evaluation Committee (JEC).

**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**PUBLIC HEALTH SERVICE**

**Office of Grants Management**

1101 Wootton Parkway  
Suite 550  
Rockville, MD 20852

**NOTICE OF AWARD**

AUTHORIZATION (Legislation/Regulations)  
P.L. 91-572 PHS Act Sec. 1001 as Amended, 42 CFR 59

1. DATE ISSUED MM/DD/YYYY 08/24/2012	2. CFDA NO. 93.217	3. ASSISTANCE TYPE Project Grant
1a. SUPERSEDES AWARD NOTICE dated 08/09/2012 except that any additions or restrictions previously imposed remain in effect unless specifically rescinded		
4. GRANT NO. 6 FPHPA096051-01-03 Formerly	5. ACTION TYPE Directed Supplement	
6. PROJECT PERIOD From 06/30/2012	Through 06/29/2016	
7. BUDGET PERIOD From 06/30/2012	Through 06/29/2013	

8. TITLE OF PROJECT (OR PROGRAM)  
FY2012 Family Planning Services grant to serve the Washoe County area, including the Cities of Reno

9a. GRANTEE NAME AND ADDRESS  
Washoe County Health District  
1001 E 9th St Bldg B  
Reno, NV 89512-2845

9b. GRANTEE PROJECT DIRECTOR  
Ms. Stacie Hardie  
1001 EAST 9TH STREET BUILDING A  
RENO, NV 89512-2845  
Phone: 775-328-2444

10a. GRANTEE AUTHORIZING OFFICIAL  
Joseph P. Iser MDDrPHMSC  
1001 East Ninth Street, Building B  
Reno, NV 89512-2845  
Phone: 775-328-2416

10b. FEDERAL PROJECT OFFICER  
Ms. Kae Ross-PO  
Office of Family Planning  
90 7th St. Ste. 5100  
San Francisco, CA 94103-6706  
Phone: 415-437-7984

**ALL AMOUNTS ARE SHOWN IN USD**

11. APPROVED BUDGET (Excludes HHS Direct Assistance)	
I HHS Grant Funds Only	
II Total project costs including grant funds and all other financial participation <span style="border: 1px solid black; padding: 2px;">II</span>	
a. Salaries and Wages .....	578,183.00
b. Fringe Benefits .....	214,693.00
c. Total Personnel Costs .....	792,876.00
d. Equipment .....	0.00
e. Supplies .....	22,500.00
f. Travel .....	5,000.00
g. Construction .....	0.00
h. Other .....	132,258.00
i. Contractual .....	64,228.00
j. TOTAL DIRECT COSTS	1,016,862.00
k. INDIRECT COSTS	0.00
l. TOTAL APPROVED BUDGET	1,016,862.00
m. Federal Share	854,980.00
n. Non-Federal Share	161,882.00

12. AWARD COMPUTATION FOR GRANT	
a. Amount of HHS Financial Assistance (from item 11 m)	854,980.00
b. Less Unobligated Balance From Prior Budget Periods	0.00
c. Less Cumulative Prior Award(s) This Budget Period	785,000.00
d. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION	69,980.00
13. Total Federal Funds Awarded to Date for Project Period	854,980.00

14. RECOMMENDED FUTURE SUPPORT  
(Subject to the availability of funds and satisfactory progress of the project):

YEAR	TOTAL DIRECT COSTS	YEAR	TOTAL DIRECT COSTS
a. 2		d. 5	
b. 3		e. 6	
c. 4		f. 7	

15. PROGRAM INCOME SUBJECT TO 45 CFR PART 74, SUBPART F, OR 45 CFR 92.25, SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:

a. DEDUCTION	<b>e</b>
b. ADDITIONAL COSTS	
c. MATCHING	
d. OTHER RESEARCH (Add / Deduct Option)	
e. OTHER (See REMARKS)	

16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY, HHS ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:

- The grant program legislation cited above.
- The grant program regulations cited above.
- This award notice including terms and conditions, if any, noted below under REMARKS.
- HHS Grants Policy Statement including addenda in effect as of the beginning date of the budget period.
- 45 CFR Part 74 or 45 CFR Part 92 as applicable.

In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.

REMARKS (Other Terms and Conditions Attached -  Yes  No)  
See next page

GRANTS MANAGEMENT OFFICER: Alice M Bettencourt, Grants Management Officer

17. OBJ CLASS 41.51	18a. VENDOR CODE 1886000138A1	18b. EIN 886000138	19. DUNS 073786998	20. CONG. DIST. 02
FY-ACCOUNT NO.	DOCUMENT NO.	ADMINISTRATIVE CODE	AMT ACTION FIN ASST	APPROPRIATION
21. a. 2-3094509	b. FPHPA6051A	c. FPH70	d. \$69,980.00	e. 75120359
22. a.	b.	c.	d.	e.
23. a.	b.	c.	d.	e.

NOTICE OF AWARD (Continuation Sheet)

PAGE 2 of 2	DATE ISSUED 08/24/2012
GRANT NO. 6 FPHPA096051-01-03	

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**REMARKS:**

This NoA provides a Directed Supplement in the amount of \$69,980 for FY12.

All previous Terms and Conditions remain in effect, unless specifically removed.

For assistance on grants administration issues please contact: Robin Fuller, Grants Management Specialist, at (240) 453-8830, FAX (240) 453-8823, e-mail robin.fuller@hhs.gov or OASH Grants Management Office, 1101 Wootton Parkway, Suite 550, Rockville, MD 20852.



# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



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

**DATE:** September 27, 2012

**TO:** District Board of Health

**FROM:** Kevin Dick, Director, Air Quality Management Division

**SUBJECT:** Public Hearing: Proposed Amendments to the Washoe County District Board of Health Regulations Governing Air Quality Management, Section 040.080, Gasoline Transfer and Dispensing Facilities

Agenda Item: 10

### Recommendation

Air Quality Management Division Staff recommends the District Board of Health approve a change in regulations to adopt an exemption from the Phase II Vapor Recovery requirements for gasoline dispensing facilities that can demonstrate at least 95% of the fleet vehicles serviced are equipped with Onboard Refueling Vapor Recovery (ORVR).

### Background

Pursuant to Section 040.080 of the Washoe County District Board of Health Regulations Governing Air Quality Management, gasoline dispensing facilities, with a few exceptions, are required to install and maintain a Phase II vapor recovery system (Phase II system). The Phase II system captures the emissions that are generated during the transfer of gasoline from a stationary storage tank to a motor vehicle tank. Section 040.080 was originally adopted by the District Board of Health on February 27, 1991 as a result of the county being designated as Moderate Non-attainment for ozone. The required application of Phase II systems was a county wide control measure to reduce hydrocarbon emissions which contribute to the formation of ozone.

The proposed amendment to Section 040.080 is based on a memorandum issued by the U.S. Environmental Protection Agency (EPA) on December 12, 2006, providing guidance to States concerning the removal of Phase II Vapor Recovery Systems in cases where fleet vehicles could demonstrate the widespread use of onboard refueling vapor recovery (ORVR). The specific fleets addressed by this memo included:

1. initial fueling of new vehicles at automobile assembly plants
2. refueling of rental cars at rental car facilities
3. refueling of flexible fuel vehicles at E85 dispensing pumps

EPA was provided the opportunity to waive the Phase II Vapor requirements under Section 202(a)(6) of the Clean Air Act if it was determined that ORVR is in widespread use throughout a motor fleet.

In order for the fleet operators located in Washoe County to take advantage of this opportunity, the following language is proposed to be included in Section 040.080:

040.080(B)(9) ORVR (Onboard Refueling Vapor Recovery) is a vehicle emission control system that captures fuel vapors from the vehicle gas tank during refueling. The gas tank and fill pipe are designed so that when refueling the vehicle, fuel vapors in the gas tank travel to an activated carbon packed canister, which adsorbs the vapor. When the engine is in operation, it draws the gasoline vapors into the engine intake manifold to be used as fuel.

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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DBOH AGENDA ITEM NO. 8.A.10

040.080(C)(4)(e) *Facilities which exclusively refuel fleets that are comprised of at least 95% ORVR equipped vehicles. Persons requesting such an exemption shall provide documentation to the Control Officer on each of the fleet vehicles that may be serviced including the make, model year, gross vehicle weight, and the evaporation family code assigned to the ORVR system.*

On February 21, 2012, the District Board of Health approved a petition for a variance from the Phase II vapor recovery requirements submitted by The Hertz Corporation based on the same EPA guidance. As part of the recommendation of approval, Air Quality Staff recognized the exemption from Phase II Vapor Recovery may be applicable to other gasoline dispensing facilities located in Washoe County. Therefore, in addition to recommending the approval of the variance, staff committed to drafting a proposed regulation to be included in Section 040.083(C)(4), Phase II Exemptions, for fleets that are able to demonstrate the widespread availability of ORVR. Staff proposed to have the new regulation adopted within the next 12 months. This proposed amendment for consideration by the District Board of Health satisfies that commitment.

A Notice of Proposed Action was published in the Reno Gazette-Journal on August 24<sup>th</sup>, September 12<sup>th</sup>, and September 24<sup>th</sup>, 2012. Additionally, Staff mailed a copy of the Notice to all currently permitted facilities that may be interested in taking advantage of the exemption. Copies of the Notice were also sent to the area contractors that install gasoline dispensing equipment for their review. A copy was also sent to the Nevada Division of Environmental Protection – Bureau of Air Quality Planning as a courtesy. A complete list of the interested and/or affected facilities notified is included.

#### **Fiscal Impact**

Staff believes the proposed regulation will not impose any changes or new requirements on existing Washoe County business facilities subject to this regulation. There are currently, thirty-three (33) facilities in Washoe County that are eligible to take advantage of the proposed exemption. No fiscal impact is expected due to the passage of these regulations. A Business Impact Statement is included in the packet material.

#### **Alternatives**

1. The District Board may elect to adopt Section 040.080 with the amended language.
2. The District Board may direct Staff to research some aspect of the proposed Section 040.080 and return to the Board at a later date.
3. The District Board of Health may elect to make no changes to Sections 040.080.



Kevin Dick, Division Director  
Air Quality Management

## SECTION A – GENERAL

1. PURPOSE: The purpose of this regulation is to control and reduce emissions of volatile organic compounds (VOC)s from the sale and distribution of gasoline by requiring:
  - a. Control of gasoline vapors during the transfer and storage into stationary containers (Phase I)
  - b. Control of gasoline vapors from the fueling of vehicles (Phase II).
  - c. Enhanced Vapor recovery (EVR)
2. APPLICABILITY: All gasoline dispensing and storage facilities within the Health District. Certain requirements, including exemptions, are defined within the rules – differing standards apply to various operations within the gasoline-dispensing infrastructure.

## SECTION B – DEFINITIONS: For the purpose of these regulations, the following definitions shall apply:

1. Building, Structure, Facility or Installation means all of the pollutant emitting activities which belong to the same industrial grouping, are located on one or more contiguous or adjacent properties and are under the control of the same person (or persons under common control). Pollutant emitting activities shall be considered as part of the same industrial grouping if they belong to the same "Major Group" (i.e. which have the same first two digit code) as described in the Standard Industrial Classification Manual, 1972, as amended by the 1977 Supplement (U.S. Government Printing Office stock Number 4101-0066 and 003-005-00176, respectively).
2. Control Officer means the District Health Officer of the Washoe County Health District or the person designated by said District Health Officer to enforce these local air pollution control ordinances and regulations as approved by said District Board of Health created pursuant to the inter-local agreement of the City of Reno, the City of Sparks, and the County of Washoe, Nevada.
3. District Approved Vapor Control System is a system which is designed to control vapors that are released during gasoline transfer operations and that is certified by either the California Air Resources Board or the New York Department of Environmental Conservation to be at least 95 percent efficient and has been approved by the Control Officer for installation and operation in Washoe County. (Adopted 2/27/91)
4. Enhanced Vapor Recovery (EVR) shall mean equipment which complies with the Enhanced Vapor Recovery (EVR) requirements approved pursuant to California Air Resources Board regulation CP-201 "Certification Procedure for Vapor Recovery Systems at Gasoline Dispensing Facilities", specifically, the use of the equipment certified through Executive Order by the California Air Resources Board to meet those requirements.
5. Gasoline includes any petroleum distillate having a Reid vapor pressure of four (4) pounds per square inch or greater.

6. Gasoline Dispensing Facility (GDF) is a facility which dispenses gasoline to the end user.
7. Leak-Free means a liquid leak no greater than three (3) drops per minute. (Adopted 2/27/91)
8. Major Modification means the modification of an existing GDF that makes it subject to the same requirements to which a new installation is subject. This includes any modification of the phase I vapor control system that causes any part of an underground storage tank top to be unburied, including the addition, replacement or removal of any underground storage tank at the facility. Major modification also includes 1) any modification to the phase II vapor control system that involves the removal, addition or replacement of 50 percent or more of the buried vapor piping; or 2) addition or replacement of 50 percent or more of the buried product piping.
9. ORVR (Onboard Refueling Vapor Recovery) is a vehicle emission control system that captures fuel vapors from the vehicle gas tank during refueling. The gas tank and fill pipe are designed so that when refueling the vehicle, fuel vapors in the gas tank travel to an activated carbon packed canister, which adsorbs the vapor. When the engine is in operation, it draws the gasoline vapors into the engine intake manifold to be used as fuel.
10. Phase I means gasoline vapor recovery from stationary tanks during the transfer of gasoline from delivery vehicles to stationary tanks used for re-fueling motor vehicles or equipment. May also be referred to as Stage I vapor recovery. (Adopted 2/27/91, Revised 10/22/97)
11. Phase II means gasoline vapor recovery from vehicle fuel tanks during vehicle refueling operations from stationary tanks. May also be referred to as Stage II vapor recovery. (Adopted 2/27/91, Revised 10/22/97)
12. Submerged Fill Pipe means any fill pipe the discharge opening of which is entirely submerged when the liquid level is six (6) inches or more above the bottom of the tank, or when applied to a tank which is loaded from the side, submerged fill pipe shall mean any fill pipe the discharge opening of which is entirely submerged when the liquid level is two (2) times the fill pipe diameter above the bottom of the tank.
13. Topping Off to attempt to dispense gasoline to a motor vehicle fuel tank after a vapor recovery dispensing nozzle has shut off automatically. The filling of those vehicle tanks which, because of the nature and configuration of the fill pipe, causes premature shut off of the dispensing nozzle, and which are filled only after the seal between the fill pipe and the nozzle is broken, shall not be considered topping off. (Adopted 2/27/91)
14. Vapor-Tight a reading of less than 10,000 ppm, above background, as methane, when measured at a distance of one centimeter from the leak source with a portable hydrocarbon detection instrument. Background is defined as the ambient concentration of organic compounds determined at least three meters upwind from any equipment to be inspected and which is uninfluenced by any specific emission permit unit. (Adopted 2/27/91)
15. Volatile Organic Compounds means any volatile compound containing carbon with the exception of the following:

carbon monoxide	carbon dioxide
carbonic acid	metallic carbides
metallic carbonates	ammonium carbonate
methane	ethane
acetone	CFC-11
CFC-22	CFC-23
CFC-113	CFC-114
CFC-115	HCFC-123
HCFC-124	HCFC-141b
HCFC-142b	HFC-125
HFC-125a	HFC-134
HFC-134a	HFC-143a

Non-volatile organic materials are not considered VOC. (Revised 10/25/95)

**SECTION C – STANDARDS.** For the purpose of these regulations, the following standards shall apply:

1. **GASOLINE TRANSFER INTO STATIONARY STORAGE CONTAINERS (PHASE I).**

A person shall not transfer, permit the transfer or provide equipment for the transfer of gasoline from any tank truck, trailer or railroad tank car into any stationary storage container with a capacity of more than 950 liters (251 gallons) unless all of the following requirements are met;

- a. Such container is equipped with a permanent submerged fill pipe, and
- b. A "District Approved Vapor Control System" is utilized, preventing the release to the atmosphere of not less than 95 percent by weight, of organic compounds in the vapors displaced. The displaced vapors shall be recovered by a vapor control system involving both the storage container and the delivery vehicle, and
- c. The system shall contain a "leak-free" and "vapor-tight" gasoline fill connector and vapor return line to the delivery vehicle of at least 7.6 cm. (3 inches ) nominal diameter, and
- d. The vapor control equipment at the facility shall be maintained in such a way that the vapor control system meets the specifications set forth in this section at all times, and
- e. Each delivery vehicle shall be designed and maintained in a vapor-tight condition. A vapor laden vehicle may only be refilled at a facility equipped with a vapor control system which meets the requirements contained in Section 040.075 of these regulations.
- f. All Phase I vapor recovery systems shall have a poppetted drybreak on the vapor return.
- g. All newly-constructed Phase I vapor recovery systems shall be of a two-point configuration, which means that the system shall have a separate connection for liquid gasoline and a separate connection for vapor recovery. Newly-constructed



systems shall include, for the purposes of this regulation, all construction projects where one or more underground tanks are installed or replaced.

2. PHASE I EXEMPTIONS:

- a. Storage tanks with a capacity of less than 251 gallons.
- b. Storage tanks installed prior to the date of adoption of this regulation with an annual throughput of less than 60,000 gallons that were not previously equipped with Phase I vapor recovery.

3. GASOLINE TRANSFER INTO VEHICLE FUEL TANKS (PHASE II).

A person shall not transfer, permit transfer, or provide equipment for the transfer of gasoline from a stationary storage container to which gasoline has been transferred from another container subject to the provisions of paragraph C1, above, into any motor vehicle fuel tank of greater than 19 liters (5 gallons) capacity unless;

- a. The dispensing unit used to transfer the gasoline from the stationary storage container to the motor vehicle fuel tank is equipped with a "District Approved Vapor Control System"; and
- b. The vapor recovery system is operating in accordance with the manufacturer's specifications and shall be maintained to be "leak-free", "vapor-tight", and in good working order; and
- c. Equipment subject to this regulation is operated and maintained with none of the following defects:
  - (1) A nozzle boot which is torn in one or more of the following manners:
    - i. Triangular shaped or similar tear 1/2 inch or more to a side.
    - ii. A hole 1/2 inch or more in diameter.
    - iii. A slit 1 inch or more in length.
    - iv. Damaged face plate or flexible cone.
  - (2) Nozzle shut-off mechanisms which malfunction in any manner.
  - (3) Vapor return lines (including such components as swivels, anti-recirculation valves, and underground piping) which malfunction or are blocked or restricted.
  - (4) A vapor processing unit which is inoperative.

Any tank may be opened for gauging or inspection when loading operations are not in progress provided that such tank is not pressurized.

The requirements of **Section 040.080** do not apply to deliveries made to completely fill stationary tanks for the purpose of leak testing provided that such deliveries do not exceed 1,000 gallons at each facility.

Prohibition of use: whenever the Control Officer determines that a Phase II vapor recovery system, or any component thereof, contains a defect as described by these regulations, the Control Officer shall mark such system or component "Out of Order". No person shall use or permit the use of such marked component or system until it has been repaired, replaced, or adjusted, as necessary, and the Control Officer has re-inspected it or has authorized its use pending re-inspection.

4. PHASE II EXEMPTIONS:

- a. Facilities with an annual throughput of less than 240,000 gallons of gasoline. Persons requesting such an exemption shall certify their eligibility annually and maintain adequate records as specified by the Control Officer.
- b. Vehicle to vehicle refueling.
- c. Facilities which exclusively refuel vehicles that are not motor vehicles as defined by the Nevada Revised Statute 482.135.
- d. Any stationary tank with a fuel storage capacity of 1001 gallons or less.
- e. *Facilities which exclusively refuel fleets that are comprised of at least 95% ORVR equipped vehicles. Persons requesting such an exemption shall provide documentation to the Control Officer on each of the fleet vehicles that may be serviced including the make, model year, gross vehicle weight, and the evaporation family code assigned to the ORVR system.*

5. ENHANCED VAPOR RECOVERY (EVR) REQUIREMENTS

Facilities which are subject to the requirements of 040.080 C (3) of these regulations (Phase II vapor controls) shall be required to install equipment which meets the "Enhanced Vapor Recovery (EVR)" requirements, with the compliance dates and requirements for installation of this equipment as follows:

- a. Gasoline Dispensing Facilities (GDFs) which undergo any major modification as defined in this regulation, shall be required to install Phase I vapor control equipment which is certified to meet the Phase I portion of the Enhanced Vapor Recovery (EVR) requirements for the entire facility upon completion of the modification.
- b. All Gasoline Dispensing Facilities (GDFs) shall be exempt from requirements to install equipment which meets the Phase II portion of Enhanced Vapor Recovery (EVR) rules.

**SECTION D – ADMINISTRATIVE REQUIREMENTS:** For the purpose of these regulations, the following administrative requirements shall apply:

1. **AUTHORITY TO CONSTRUCT REQUIREMENTS:** Except as exempted in these regulations, 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. 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. All modifications, which are major modifications as defined in these regulations, shall require an Authority to Construct permit.

2. **BUILDING PERMIT ISSUANCE:** No local government authority within the Health District may issue a building permit to any person who wishes to operate, construct, establish, or relocate or modify any stationary source which requires an authority to construct or permit to operate until the Authority to Construct or Permit to Operate has been issued by the Control Officer.
3. **IMPLEMENTATION:** A person shall not offer for sale, sell or install within the District, any Phase I or Phase II vapor recovery equipment unless such equipment is "District Approved Vapor Control System" equipment. Such equipment shall also be approved by the appropriate local fire protection agency for the jurisdiction in which it is installed.

A person shall not install or modify Phase I or Phase II gasoline vapor recovery equipment, exclusive of repair or replacement of like parts, unless an Authority to Construct has been obtained pursuant to **Section 030.002**.

A person shall not operate or allow the operation of Phase I or Phase II gasoline vapor recovery equipment prior to the submission of a Registration Application and issuance of a Permit to Operate from the District pursuant to **Section 030.200**.

**SECTION E – COMPLIANCE AND RECORDS:** For the purpose of these regulations, the following compliance and record requirements shall apply:

1. **RECORD REQUIREMENTS:** All Gasoline Dispensing Facilities (GDFs) shall keep records of the quantities and types of fuels sold or dispensed. GDFs seeking to comply with these regulations through one or more of the various exemptions provided for under these rules shall keep records sufficient to demonstrate that compliance and shall retain them for a period of at least 3 years. Records to demonstrate that equipment installed in compliance with required Phase I or Phase II vapor controls is certified and approved for such applications shall also be maintained by the operator for a period of at least 3 years. All records as required above shall be provided to the Control Officer upon request.
2. **COMPLIANCE DEMONSTRATIONS:** The Control Officer may require the operator of a source to provide any applicable data to demonstrate compliance with the conditions of the Permit to Operate. Requested data must be provided in a timely manner, as specified by the Control Officer. Failure to provide this data as requested by the Control Officer constitutes a violation of the conditions of the Permit to Operate, and the affected source would be subject to a citation under these regulations, suspension of their Permit to Operate or both.

All Gasoline Dispensing Facilities (GDFs) that install new equipment which alters the Phase I or Phase II vapor systems such that a new Authority to Construct permit is required, shall have 30 days to perform testing to show that the system has been properly installed. The specific procedures and standards to be used for each type of system test shall be established by the Control Officer.

3. POSTING OF OPERATING INSTRUCTIONS: The operator of each retail facility utilizing a Phase II system shall conspicuously post operating instructions for the system in the gasoline dispensing area. The instructions shall clearly describe how to fuel vehicles correctly with vapor recovery nozzles utilized at the station, and shall include a warning that "Topping Off" may result in spillage or re-circulation of gasoline and is prohibited.
4. COMPLIANCE SCHEDULE: All new gasoline dispensing facilities, or those existing facilities commencing underground storage tank replacement which receive an initial building permit after July 1, 1991 shall be in compliance with the provisions of this rule at the time gasoline is first received or dispensed.

Any existing facilities which have been exempt under **Subsection 040.080 C(2.)** above, and later increase their annual throughput to an amount in excess of 240,000 gallons of gasoline, shall be required to install Phase II vapor controls in compliance with the provisions of this rule within one year of the date that the facility throughput exceeds the 240,000 gallon threshold. Once the annual throughput of 240,000 gallons has been exceeded, the facility can no longer be considered exempt under **Subsection 040.080 C(2.)**.

Any existing facilities which have been required to install Phase II vapor controls under these regulations, and which later decrease their annual throughput to an amount less than 240,000 gallons may not remove or disconnect the Phase II vapor controls.



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
RESEARCH TRIANGLE PARK, NC 27711

DEC 12 2006

OFFICE OF  
AIR QUALITY PLANNING  
AND STANDARDS

MEMORANDUM

SUBJECT: Removal of Stage II Vapor Recovery in Situations Where Widespread Use of Onboard Refueling Vapor Recovery is Demonstrated

FROM: Stephen D. Page, Director *Steve Page*  
Office of Air Quality Planning and Standards

Margo Tsigotis Oge, Director *Margo T. Oge*  
Office of Transportation and Air Quality

TO: Regional Air Division Directors

The purpose of this memorandum is to provide guidance to States concerning the removal of Stage II gasoline vapor recovery systems where States demonstrate to EPA that widespread use of onboard refueling vapor recovery (ORVR) has occurred in specific portions of the motor vehicle fleet. The specific fleets addressed here include:

1. initial fueling of new vehicles at automobile assembly plants
2. refueling of rental cars at rental car facilities
3. refueling of flexible fuel vehicles at E85 dispensing pumps

Background

Stage II vapor recovery systems are required to be used at gasoline dispensing facilities located in serious, severe, and extreme non-attainment areas for ozone under section 182(b)(3) of the Clean Air Act (CAA). States have included these control measures in their federally-approved state implementation plans (SIPs) in the form of generally applicable regulatory requirements governing all gasoline dispensing facilities that exceed the relevant gasoline dispensing throughput criteria. However, section 202(a)(6) of the CAA allows EPA to revise or waive the section 182(b)(3) Stage II requirement for these ozone non-attainment areas after the Agency determines that ORVR is in widespread use throughout the motor vehicle fleet.

CAA section 202(a)(6) does not specify which motor vehicle fleet must be the subject of a widespread use determination before EPA may revise or waive the section 182(b)(3) Stage II requirement. Nor does the CAA identify what level of ORVR use in the motor vehicle fleet must be reached before it is "widespread." EPA expects the possibility of

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different rates of the implementation of ORVR across different geographic regions and among different types of motor vehicle fleets within any region. Given this, EPA does not believe that CAA section 202(a)(6) must be read narrowly to allow a widespread use determination and waiver of the Stage II requirement for a given area or area's fleet only if ORVR use has become widespread throughout the entire United States, or only if ORVR use has reached a definite level in each area. Rather, EPA believes that section 202(a)(6) allows the Agency to apply the widespread use criterion to either the entire motor vehicle fleet in a State or non-attainment area, or to special segments of the overall fleet for which ORVR use is shown to be sufficiently high, and to base widespread use determinations on differing levels of ORVR use, as appropriate. Moreover, a single national rulemaking is not needed to grant such a waiver for a specific area. Instead, EPA believes that the Act allows the Agency to use an area-specific rulemaking approving a SIP revision to issue the section 202(a)(6) waiver for a relevant fleet in a non-attainment area, where a State meets the recommended criteria discussed below.

Various metrics have been studied for demonstrating widespread use of ORVR in motor vehicle fleets. One metric focuses on the percentage of vehicles in service that are ORVR-equipped. Based on our preliminary analysis, this metric seems to track fairly closely with the percentage of vehicle miles traveled (VMT) from ORVR-equipped vehicles, and with the percentage of gasoline sold which is dispensed to ORVR-equipped vehicles. In fact, since newer vehicles tend to be driven more miles than older models, VMT traveled by ORVR-equipped vehicles and gasoline dispensed to ORVR-equipped vehicles may exceed 95 percent in a 95 percent ORVR-equipped fleet.

Another metric that EPA considered is when VOC emissions resulting from the application of ORVR controls alone equal the VOC emissions when both Stage II vapor recovery systems and ORVR controls are used, after accounting for incompatibility excess emissions. The incompatibility excess emissions factor relates to losses in control efficiency when certain types of Stage II and ORVR are used together. Studies conducted in three northeastern states indicate that when the percentages of motor vehicles in service with ORVR, vehicle miles traveled by ORVR-equipped vehicles, or gasoline dispensed to ORVR-equipped vehicles are above 95 percent, then the widespread use metric based on comparable VOC emissions will likely have been reached. For this reason, EPA believes that if 95 percent of the vehicles in a fleet have ORVR, then widespread use will likely have been demonstrated.

#### 1. Initial Fueling at Automobile Assembly Plants

Based on our preliminary analysis, EPA expects that if a State's submission of a SIP revision shows that 95 percent of the new vehicles fueled at an automobile assembly plant are equipped with ORVR, and that this level of ORVR use would not decrease, the Agency can determine that widespread use of ORVR has been achieved for the fleet of motor vehicles that are fueled at that facility.

Since model year 2000, all passenger cars have been required to have ORVR. Also since 2006, all light duty trucks, SUVs and medium duty vehicles are required to be equipped

with ORVR. There may be a few situations, such as the chassis for motorized mobile homes, which still do not have ORVR. However, the number of these would be small. It is apparent that at most automobile assembly plants greater than 95 percent of the vehicles manufactured would have ORVR. Many assembly plants manufacture 100 percent ORVR equipped vehicles. Only such new vehicles are expected to be fueled at the automobile assembly plants.

States desiring to remove the Stage II requirement for these facilities would need to submit a SIP revision that EPA would evaluate through notice and comment rulemaking. The SIP would need to demonstrate that the widespread use benchmark has been achieved and provide assurance that any facility wishing to remove Stage II equipment maintains its eligibility for its motor vehicle fleet. Any EPA SIP approval would also be subject to the CAA section 110(l) requirement that the revision not interfere with any applicable requirement concerning attainment and reasonable further progress, or any other requirement of the CAA.

## 2. Refueling of Rental Cars at Rental Car Facilities

Similarly, EPA expects that if a SIP revision submission demonstrates that 95 percent of the vehicles in an automobile rental fleet refueling at a rental car facility are equipped with ORVR and that this level of ORVR use would not decrease, then widespread use of ORVR could be found for the motor vehicle fleet refueling at that facility. Most large rental car companies rent current model vehicles that would all have ORVR. There may be truck rental companies which have older vehicles which do not have ORVR and that would not be able to demonstrate widespread use of ORVR for their fleets. As discussed above, any SIP revision would be subject to CAA section 110(l) and other applicable requirements, and State and local agencies should consider any potential transportation conformity impacts if Stage II is currently included in a SIP's on-road motor vehicle emissions budget.

## 3. Refueling Flexible Fuel Vehicles at E85 Dispensing Pumps

E85 is a motor vehicle fuel that is a blend of as little as 15 percent gasoline and up to 85 percent ethanol. (In wintertime applications, the ratio may be 30 percent gasoline and 70 percent ethanol.) Ethanol is ethyl alcohol, a type of alcohol which can be produced from renewable resources such as corn. Based on the agency's survey of existing SIPs, EPA believes that most States have defined "gasoline" (for purposes of controlling emissions of VOC from refueling activities) to include gasoline/alcohol blends that have the same volatility as E85. EPA's guidance for States in developing their Stage II SIPs in the early 1990s suggested that States use the same definition of "gasoline" as the one found in EPA's Standards of Performance for Bulk Gasoline Terminals at 40 C.F.R. 60.501, which includes "any petroleum distillate or petroleum distillate/alcohol blend having a Reid vapor pressure of 27.6 kilopascals (kPa) or greater which is used as a fuel for internal combustion engines." EPA recommended using this definition to most broadly reach situations in which refueling of motor vehicles results in evaporative VOC emissions that contribute to ozone non-attainment concentrations, and to avoid a narrow interpretation of what is "gasoline" that

would allow significant VOC emissions from motor vehicle refueling activities in non-attainment areas to go uncontrolled.

E85 can only be used in specially designed flexible fuel vehicles (FFVs), which have mostly been manufactured since 1998. Since these are newer vehicles, most of them are equipped with ORVR, and every FFV built today has ORVR. Thus, most vehicles refueling at E85 dispensing pumps are already having their evaporative emissions captured, as in the cases of late model rental cars refueling at rental car facilities and newly manufactured cars being fueled for the first time at automobile assembly plants. EPA estimates that 59 percent of FFVs in current use are equipped with ORVR. The percentage of FFVs with ORVR will continue to climb as older vehicles are taken out of service and new models join the fleet. Across different ozone non-attainment areas and between States, these percentages may vary.

EPA believes that encouraging the use of E85 as a motor vehicle fuel reduces emissions of other air pollutants such as CO and benzene, a known human carcinogen, and reduces emissions of greenhouse gases. In addition, based on available information, the Agency is concerned that there is currently a lack of certified Stage II equipment for E85 (which may require different materials of construction than conventional Stage II equipment), and that the timing for when certified E85-compatible equipment will become widely available is uncertain. This may unnecessarily hinder E85 distribution in areas that now require Stage II.

Unlike in the cases of automobile assembly plants and rental car facilities, EPA is not recommending a specific percentage of the FFV fleet that should have ORVR before widespread use could be determined. This is because most E85 compatible vehicles are already equipped with ORVR and this percentage is increasing over time, whereas for automobile assembly plants and car rental facilities very high percentages of ORVR use have in most cases already been reached and are not expected to further increase significantly. The general use of ORVR in FFVs, instead, is expected to significantly increase, as are the miles driven by and amount of fuel dispensed to recent ORVR-equipped FFVs compared to those manufactured before 2000 without ORVR.

Moreover, we believe that in determining whether widespread use of ORVR has been demonstrated, it is reasonable under section 202(a)(6) to consider the VOC emissions impacts of removing Stage II, and that those impacts may inform the percentage of ORVR-equipped vehicles that would need to be achieved for a specific motor vehicle fleet or in a specific non-attainment area. EPA expects that the air quality impact of allowing E85 refueling facilities to operate without Stage II controls would likely be minimal in most non-attainment areas. FFVs currently comprise about 2 percent of the total US fleet. Non-ORVR FFVs are less 1 percent of the total U.S. vehicle fleet. EPA estimates that non-ORVR FFVs participate in only about 0.5 percent of all refueling events. Furthermore, because of the relatively small number of stations that offer E85 (around 1,000 out of 170,000 total refueling stations) EPA believes that very few of these non-ORVR refueling events actually occur at E85 pumps.



Considering the factors discussed above, if an area can demonstrate that any increase in emissions caused by operating E85 fueling facilities without Stage II controls is so small as to clearly not interfere with attainment of the ozone standard or reasonable further progress or any other applicable CAA requirement, then EPA expects it could find that ORVR is in widespread use for FFVs when refueling at E85 facilities in this area. These areas could then allow E85 facilities to operate without Stage II controls, after modifying their SIPs such that E85 is not included within the definition of "gasoline" for purposes of Stage II vapor recovery controls (or after taking other necessary SIP revision action). As discussed above, States would need to submit SIP revisions affecting this change to their current Stage II SIPs, which EPA would evaluate through notice and comment rulemaking, subject to the provisions of CAA section 110(l). In addition, State and local agencies should consider if there are any transportation conformity impacts related to removing Stage II, if emissions reductions from Stage II are included in a SIP's on-road motor vehicle emissions budget. Due to the expected rapid growth of E85 installations, EPA will explore the development of ways to expedite the SIP revision process for States which are dealing with the E85 issue.

#### General Exclusions from Widespread Use Determinations

States in the ozone transport region (OTR) are still required to apply Stage II, or a comparable measure, in all areas under 184(b)(2) of the CAA. This requirement is not affected by any widespread use determination or waiver of the section 182(b)(3) requirement granted under section 202(a)(6). For the independent section 184(b)(2) "comparable measure" requirement to not prevent an appropriate removal of Stage II controls, OTR States may want to revisit their previously approved comparable measure SIPs to consider substituting available non-Stage II measures for the Stage II controls they currently require.

Also, some States have chosen to add Stage II vapor recovery system requirements in their SIPs for ozone nonattainment areas that are classified in a category lower than "serious." While it is not necessary for States to demonstrate ORVR is in widespread use in moderate or cleaner ozone non-attainment areas, a revision of previously adopted SIP requirements to specifically waive Stage II requirements in such areas would need to comply with the provisions of CAA section 110(l) and, as described above, consider any transportation conformity impacts as applicable.

This guidance for widespread use determinations for special sectors would not necessarily apply to widespread use determinations for the general motor vehicle fleet. Within the overall motor vehicle fleet, the rate of penetration of ORVR-equipped vehicles has not advanced at the same rapid rates as for the fleets discussed in this memorandum. EPA is still considering the possible criteria for determining widespread use for the general fleet.

**NOTICE OF PUBLIC HEARING  
WASHOE COUNTY DISTRICT BOARD OF HEALTH**

The Washoe County District Board of Health does hereby declare 1:00 p.m., September 27, 2012, at the District Health Department South Auditorium (1001 East 9th Street, Reno) as the time, date, and place to consider a proposed amendment to the Washoe County District Board of Health Regulations Governing Air Quality Management for an exemption from the Phase II vapor recovery requirements for gasoline dispensing facilities that can demonstrate at least 95% of the fleet vehicles serviced are equipped with Onboard Refueling Vapor Recovery (ORVR).

Interested persons who may be affected or wish to comment on any action being considered on the above date should appear at the public hearing to submit oral testimony or may address comments, data, views, or arguments in written form to the Washoe County District Board of Health, Air Quality Management Division, P. O. Box 11130, Reno, NV 89520. Copies of the proposed revision to Section 040.080 – Gasoline Transfer and Dispensing Facilities, are available for inspection by any interested person at the Air Quality Management Division office, 1001 E. Ninth St., Suite B171, Reno, NV 89512.

Matt Smith, Chairman  
Washoe County District Board of Health

Run Date –

Friday, August 24<sup>th</sup>

Wednesday, September 12<sup>th</sup>

Monday, September 24<sup>th</sup>



# WASHOE COUNTY HEALTH DISTRICT AIR QUALITY MANAGEMENT DIVISION



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

## Notice of Proposed Action

The Air Quality Management Division, of the Washoe County Health District, is issuing the following Notice of Proposed Action pursuant to the Health District Regulations Governing Air Quality Management and the Federal Clean Air Act.

The Director is proposing an amendment to the District Board of Health Regulations Governing Air Quality Management, specifically Section 040.080, Gasoline Transfer and Dispensing Facilities. The proposed amendment includes a definition of Onboard Refueling Vapor Recovery (ORVR) and an exemption from the Phase II vapor recovery requirements for gasoline dispensing facilities that can demonstrate at least 95% of the fleet vehicles serviced are equipped with ORVR. The proposed amendment includes the following language:

040.080(B)(9) *ORVR (Onboard Refueling Vapor Recovery) is a vehicle emission control system that captures fuel vapors from the vehicle gas tank during refueling. The gas tank and fill pipe are designed so that when refueling the vehicle, fuel vapors in the gas tank travel to an activated carbon packed canister, which adsorbs the vapor. When the engine is in operation, it draws the gasoline vapors into the engine intake manifold to be used as fuel.*

040.080(C)(4)(e) *Facilities which exclusively refuel fleets that are comprised of at least 95% ORVR equipped vehicles. Persons requesting such an exemption shall provide documentation to the Control Officer on each of the fleet vehicles that may be serviced including the make, model year, gross vehicle weight, and the evaporation family code assigned to the ORVR system.*

The Washoe County District Board of Health will consider adoption of the proposed amendment at 1:00 p.m. on September 27, 2012, at the District Health Department South Auditorium, located at 1001 East 9<sup>th</sup> Street, Building B. Interested persons who may be affected or wish to comment should appear at the public hearing to submit oral testimony or may submit comments, data, views, or arguments in written form to:

Charlene Albee, Permitting & Enforcement Branch Chief  
Washoe County Health District, Air Quality Management Division  
1001 E. 9<sup>th</sup> Street, Suite #B171  
Reno, NV 89512  
Phone (775) 784-7211 FAX (775) 784-7225

Written comments will be accepted until close of business on **Wednesday, September 26, 2012**, and will be presented to the District Board of Health prior to any final action taken on the proposed amendment.

**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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**Notification List for Interested/Affected Parties –  
Notice of Proposed Action for 040.080 Amendment**

<p>ADVANTAGE RENT-A-CAR  ATTN: ENVIRONMENTAL  1395 AIRMOTIVE WAY  RENO NV 89502</p>	<p>INCLINE VILLAGE GID  ATTN: ENVIRONMENTAL  893 SOUTHWOOD BLVD  INCLINE VILLAGE NV 89451</p>
<p>AHERN RENTALS  ATTN: ENVIRONMENTAL/EQUIPT SERV  3750 N VIRGINIA STREET  RENO NV 89506</p>	<p>JONES WEST FORD  ATT: R. SCHMALL  P.O. BOX 12970  RENO, NV 89510</p>
<p>AT&amp;T  ATT: B WALDEN, EH&amp;S  2600 SAN RAMON, RM 3E450Z  SAN RAMON, CA 94583</p>	<p>MR. PETER KRUEGER  CAPITOL PARTNERS  200 S VIRGINIA ST #800  RENO NV 89501</p>
<p>AVIS BUDGET CAR RENTAL, LLC  ATT: M FEELEY  6 SYLVAN WY, DEPT. 29-C93-36  PARSIPPANY, NJ 07054</p>	<p>LA PERKS PETROLEUM SPECIALISTS  765 E GREG STREET  SPARKS NV 89431</p>
<p>BUDGET RENT A CAR SYSTEMS, INC.  DEPT. 29-C93-36  6 SYLVAN WAY  PARSIPPANY NJ 07054</p>	<p>NEVADA AIR NATIONAL GUARD  152 MDG/EM  1776 NATIONAL GUARD WAY  RENO NV 89502</p>
<p>CITY OF RENO – CORPORATE YARD  ATTN: EQUIPMENT SERVICES  PO BOX 1900  RENO NV 89505</p>	<p>NHP REGIONAL HEADQUARTERS  ATTN: FLEET/EQUIPMENT SERVICES  555 WRIGHT WAY  CARSON CITY NV 89711</p>
<p>CITY OF RENO POLICE STATION  ATTN: EQUIPMENT SERVICES  PO BOX 1900  RENO NV 89505</p>	<p>NEVADA STATE MOTOR POOL RENO AFC  ATTN: FLEET EQUIPMENT SERVICES  2550 TERMINAL WAY  RENO NV 89502</p>
<p>DTG OPERATIONS – DOLLAR RENT A CAR  ATTN: ENVIRONMENTAL  5330 E. 31ST STREET #100  TULSA, OK 74135</p>	<p>NV DEPT OF TRANSPORTATION  ATTN: EQUIPMENT DIVISION  P.O. BOX 930  RENO, NV 89504</p>
<p>ENTERPRISE LEASING COMPANY - WEST, LLC  ATTN: ENVIRONMENTAL  6855 BERBUDA RD  LAS VEGAS, NV 89119-3607</p>	<p>PETROLEUM MAINTENANCE  550 EAST 4<sup>TH</sup> STREET  RENO, NV 89512</p>
<p>GRANITE CONSTRUCTION CO  ATTN: ENVIRONMENTAL  PO BOX 2087  SPARKS NV 89432</p>	<p>Q &amp; D CONSTRUCTION, INC.  ATTN: FLEET EQUIPMENT SERVICES  1050S 21<sup>ST</sup> STREET  SPARKS NV 89431</p>
<p>THE HERTZ CORPORATION  1551 NATIONAL GUARD WAY  RENO NV 89502</p>	<p>RENO DISPOSAL  ATTN: ENVIRONMENTAL  100 VASSAR STREET  RENO NV 89520</p>

<p>RENO FIRE DEPARTMENT  ATTN: EQUIPMENT SERVICES  PO BOX 1900  RENO NV 89505</p>	<p>UNIVERSITY OF NEVADA, RENO ARS SHOP  FACILITIES MGT, MS #248  1303 EVANS AVE  RENO NV 89557-0057</p>
<p>RENO RENTS  ATTN: EQUIPMENT SERVICES  2525 CLAY BANK RD  FAIRFIELD CA 94533</p>	<p>VANGUARD CAR RENTAL USA  ATTN: ENVIRONMENTAL  6855 BERMUDA RD  LAS VEGAS NV 89119-3607</p>
<p>RENO-TAHOE AIRPORT AUTHORITY  ATTN: TODD WELTY  PO BOX 12490  RENO NV 89510-2490</p>	<p>WASHOE COUNTY EQUIPMENT SERVICES  ATTN: DAVE GONZALES  PO BOX 11130  RENO NV 89520</p>
<p>STEAMBOAT DEVELOPMENT CORP.  ATTN: ENVIRONMENTAL  6225 NEIL ROAD #300  RENO NV 89511</p>	<p>WASHOE COUNTY PARKS DEPT.  ATTN: EQUIPMENT SERVICES  PO BOX 11130  RENO NV 89520-0027</p>
<p>THUNDER CANYON COUNTRY CLUB  ATTN: EQUIPMENT SERVICES  19 LIGHTNING W RANCH ROAD  CARSON CITY NV 89704</p>	<p>WASHOE CO SCHOOL DISTRICT  ATTN: FLEET MAINT COORDINATOR  1850 KLEPPE LN.  SPARKS, NV 89431</p>
<p>TRUCKEE MEADOWS FIRE PROTECTION DIST.  ATTN: EQUIPMENT SERVICES  1001 E. NINTH STREET, BLDG D, 2ND FLOOR  RENO NV 89512</p>	<p>WASHOE LAKE STATE PARK  ATTN: EQUIPMENT SERVICES  4855 EASTLAKE BLVD  CARSON CITY NV 89704</p>
<p>UNIVERSITY OF NEVADA, RENO  FACILITIES SERVICES  MAIL STOP #182  RENO, NV 89557</p>	<p>WHITTLESEA CHECKER TAXI  ATTN: EQUIPMENT SERVICES  100 SUNSHINE LANE  RENO NV 89502</p>

NDEP – BAQP  
ATTN: ADELE MALONE  
Email - [amalone@ndep.nv.gov](mailto:amalone@ndep.nv.gov)

## BUSINESS IMPACT STATEMENT

The following business impact statement was prepared pursuant to NRS 237.090 to address the proposed impact of the proposed rule modification by the Air Quality Management Division of the Washoe County District Health Department, under the authority of the District Board of Health Regulations Governing Air Quality Management, Section 040.080 – Gasoline Transfer and Dispensing Facilities

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*).

A Notice of Proposed Action was published in the Reno Gazette-Journal on August 24<sup>th</sup>, September 12<sup>th</sup>, and September 24<sup>th</sup>. Additionally, a written copy of the Notice of Proposed Action was mailed to all currently permitted gasoline distribution facilities that may be eligible to take advantage of the Phase II vapor recovery exemption. A copy of the Notice was also mailed to the local contractors that install gasoline dispensing equipment and to the Nevada Division of Environmental Protection – Bureau of Air Quality Planning as a courtesy. Air Quality staff has received phone calls requesting clarification but, to date, no official public comments have been received.

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: None. Gasoline dispensing facilities that demonstrate 95% of the fleets serviced are equipped with ORVR will not have any increase in emissions as a result of the removal of the Phase II vapor recovery equipment.

Beneficial Effects: Adoption of the proposed changes will provide facilities that can demonstrate 95% ORVR equipped fleets the opportunity to remove the Phase II vapor recovery equipment. The removal of this equipment will eliminate the required daily inspection and replacement costs associated with the maintenance of the components of the Phase II vapor recovery system.

**Direct Effects: Gasoline dispensing facilities that are currently permitted will have the option to request a permit modification to remove the Phase II vapor recovery if they can demonstrate the fleet serviced is 95% ORVR equipped.**

**Indirect Effects: The AQMD will continue to be the delegated agency responsible for permit issuance for gasoline dispensing facilities, whether they are equipped with Phase II vapor recovery or not.**

3. The following constitutes a description of the methods that Washoe County 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 rule change provides an option for facilities to request an exemption from the Phase II vapor recovery. The rule is not a mandatory requirement and therefore is not expected to affect any source operating in Washoe County that does not request the exemption.**

4. Washoe County 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 revised rule language.**

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 expects to collect 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.

**The proposed rule change will provide an exemption from Phase II vapor recovery that will be consistent with the Clean Air Act, Section 202(a)(6).**





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*Regional Emergency Medical Services Authority*

**REMSA**

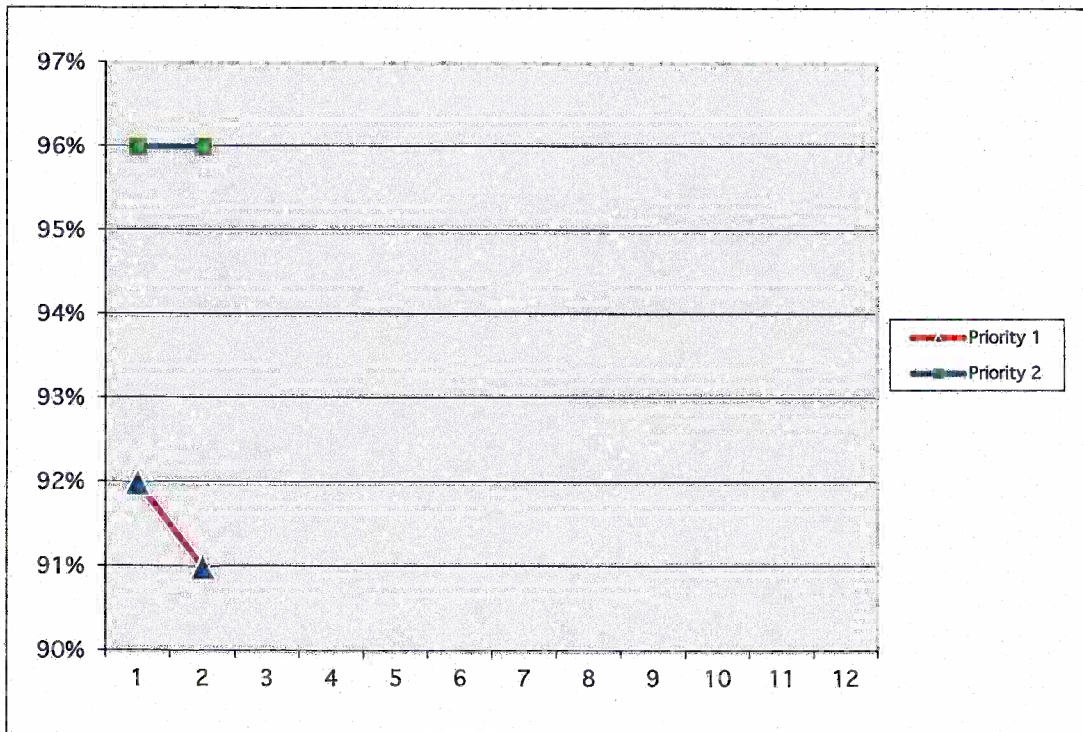
**OPERATIONS REPORTS**

**FOR**

**AUGUST 2012**

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.				
Oct.				
Nov.				
Dec.				
Jan. 2013				
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.			\$0	\$7,771
Oct.			\$0	\$7,771
Nov.			\$0	\$7,771
Dec.			\$0	\$7,771
Jan. 2013			\$0	\$7,771
Feb.			\$0	\$7,771
Mar.			\$0	\$7,771
Apr.			\$0	\$7,771
May			\$0	\$7,771
June			\$0	\$7,771
<b>Totals</b>	<b>27</b>	<b>\$209,820</b>	<b>\$7,771</b>	<b>\$7,771</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.			\$0	\$1,017
Oct.			\$0	\$1,017
Nov.			\$0	\$1,017
Dec.			\$0	\$1,017
Jan. 2013			\$0	\$1,017
Feb.			\$0	\$1,017
Mar.			\$0	\$1,017
Apr.			\$0	\$1,017
May			\$0	\$1,017
June			\$0	\$1,017
<b>Totals</b>	<b>6527</b>	<b>\$6,638,468</b>	<b>\$1,017</b>	<b>\$1,017</b>

Allowed ground avg bill - \$1,028.00



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*Regional Emergency Medical Services Authority*

**CARE FLIGHT  
OPERATIONS REPORT  
FOR  
AUGUST 2012**



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

- ❖ **In Town Transfer:**  
    **0 Ground ITTs were completed**
- ❖ **Outreach, Education, & Marketing:**  
    ➤ **1 Community Education & Public Event**

8/9/12	TMFPD Station 17 helicopter safety training	Flight Staff
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❖ **Statistics**

**Washoe County Flights**

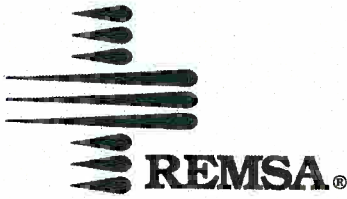
	# patients
Total Flights:	17
Total Patients	17
Expired on Scene	0
Refused Transport (AMA)	0
Scene Flights	15
Hospital Transports	2
Cardiac	4
Trauma	10
Medical	1
Pulmonary	2
High Risk OB	0
Neuro	0
Pediatrics	0
Newborn	0
Full Arrest	0
<b>Total</b>	<b>17</b>



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*Regional Emergency Medical Services Authority*

**REMSA**  
**GROUND OPERATIONS REPORT**  
**FOR**  
**AUGUST 2012**



## GROUND AMBULANCE OPERATIONS REPORT

August 2012

### 1. OVERALL STATISTICS:

Total Number Of System Responses	5698
Total Number Of Responses In Which No Transport Resulted	2424
Total Number Of System Transports	3274

### 2. CALL CLASSIFICATION REPORT:

Cardiopulmonary Arrests		2%
Medical		43%
OB		0%
Psychiatric/Behavioral		5%
Transfers		18%
Trauma		25%
	Trauma – MVA	7%
	Trauma – Non MVA	18%
Unknown/Other		7%
Total Number of System Responses		100%

### 3. MEDICAL DIRECTOR'S REPORT:

The Clinical Director reviewed:

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

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

- 100% of cardiopulmonary arrests
- 100% of pediatric patients both ALS and BLS transport and non-transport patients
- 100% of advanced airways (outside cardiac arrests)
  - ETCO2 use in cardiac arrests and advanced airway
- 100% of Phase 6 Paramedic and EMT PCRs
- 100% Pain/Sedation Management
- Total of 2961 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
8/7/2012	REMSA	12
8/16/2012	REMSA	6
8/20/2012	Riggs Ambulance	4
8/23/2012	EMS CES 911 Training	2
8/29/2012	Storey County Fire Dept	2

**Advanced Cardiac Life Support Recert**

Date	Course Location	Students
7/11/2012	EMS CES 911 Training	1
7/31/2012	Tahoe Pacific Hospital	1
8/4/2012	EMS CES 911 Training	1
8/5/2012	National Guard	4
8/7/2012	EMS CES 911 Training	2
8/8/2012	Riggs Ambulance	1
8/9/2012	Zach Marcus	1
8/11/2012	EMS CES 911 Training	2
8/13/2012	REMSA	3
8/16/2012	Molly Turner	7
8/21/2012	REMSA	8
8/27/2012	Zach Marcus	1
8/27/2012	EMS CES 911 Training	3



8/29/2012	EMS CES 911 Training	2
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### Advanced Cardiac Life Support Prep

Date	Course Location	Students
8/1/2012	REMSA	4

### Health Care Provider CPR

Date	Course Location	Students
7/27/2012	NDOC	1
8/1/2012	REMSA	17
8/1/2012	REMSA	9
8/1/2012	REMSA	17
8/2/2012	REMSA	10
8/2/2012	REMSA	10
8/4/2012	Riggs Ambulance	2
8/5/2012	EMS CES 911 Training	6
8/7/2012	REMSA	9
8/8/2012	REMSA	1
8/10/2012	Great Basin College	6
8/11/2012	EMS CES 911 Training	12
8/11/2012	REMSA	8
8/13/2012	EMS CES 911 Training	1
8/14/2012	REMSA	4
8/14/2012	Milan Institute	23
8/14/2012	Milan Institute	4
8/17/2012	REMSA	7
8/17/2012	REMSA	3

8/20/2012	WCSD	1
8/20/2012	EMS CES 911 Training	8
8/20/2012	REMSA	13
8/22/2012	REMSA	10
8/28/2012	EMS CES 911 Training	2
8/28/2012	Barrick Cortez Gold Mines	2
8/29/2012	EMS CES 911 Training	12
8/29/2012	Milan-REMSA	29
9/1/2012	CPR 1st Aid Training	1
8/1/2012	Kenny Cohen	1

**Health Care Provider, Employee**

Date	Course Location	Students
8/2/2012	REMSA	1
8/23/2012	REMSA	1
8/27/2012	REMSA	1
8/29/2012	REMSA	1

**Health Care Provider Recert**

Date	Course Location	Students
7/9/2012	Alison Kesler	1
7/17/2012	Tahoe Forest Hospital	8
7/18/2012	Tahoe Forest Hospital	1
7/19/2012	Nampa Fire Department	6
7/19/2012	Nampa Fire Department	6
7/20/2012	Nampa Fire Department	7
7/20/2012	Nampa Fire Department	8

7/24/2012	Nampa Fire Department	7
7/24/2012	Nampa Fire Department	3
7/25/2012	Tahoe Forest Hospital	1
7/25/2012	Nampa Fire Department	4
7/26/2012	Tahoe Forest Hospital	3
7/27/2012	Nampa Fire Department	9
7/27/2012	Nampa Fire Department	6
8/6/2012	REMSA	8
8/7/2012	Tahoe Forest Hospital	1
8/8/2012	Tahoe Forest Hospital	1
8/8/2012	Riggs Ambulance	1
8/9/2012	REMSA	9
8/9/2012	Tahoe Forest Hospital	2
8/9/2012	Eastern Plumas Healthcare	4
8/14/2012	REMSA	1
8/14/2012	REMSA	7
8/15/2012	REMSA	10
8/17/2012	REMSA	8
8/18/2012	REMSA	9
8/21/2012	REMSA	8
8/21/2012	REMSA	9
8/21/2012	Tahoe Forest Hospital	11
8/21/2012	Tahoe Forest Hospital	7
8/22/2012	West Hills	1
8/23/2012	REMSA	1
8/23/2012	REMSA	10

8/23/2012	REMSA	5
8/23/2012	Tahoe Forest Hospital	1
8/23/2012	Riggs Ambulance	2
8/23/2012	Regent Care Center Reno	9
8/27/2012	Kat Fivelstad	1
8/28/2012	EMS CES 911 Training	2
8/29/2012	Tahoe Forest Hospital	1
8/31/2012	REMSA	9

### Health Care Provider Skills

Date	Course Location	Students
7/6/2012	Tahoe Pacific Hospital	1
7/10/2012	Tahoe Pacific Hospital	1
8/2/2012	REMSA	1
8/3/2012	REMSA	1
8/3/2012	Tahoe Pacific Hospital	1
8/6/2012	REMSA	1
8/7/2012	Orvis School of Nursing	2
8/9/2012	REMSA	2
8/13/2012	EMS CES 911 Training	1
8/13/2012	REMSA	1
8/14/2012	Elko County School District	1
8/15/2012	REMSA	2
8/20/2012	Tahoe Pacific Hospital	5
8/21/2012	REMSA	2
8/22/2012	REMSA	1
8/22/2012	Majen	5

8/22/2012	Willow Springs	18
8/24/2012	Tahoe Pacific Hospital	3
8/27/2012	REMSA	1
8/28/2012	Tahoe Pacific Hospital	1
8/29/2012	REMSA	2
8/29/2012	Tahoe Pacific Hospital	1
8/30/2012	Riggs Ambulance	1
8/30/2012	REMSA	2
8/31/2012	Tahoe Pacific Hospital	1

**Heart Saver CPR/AED**

Date	Course Location	Students
6/28/2012	Elko BLM	1
7/28/2012	REMSA	5
8/1/2012	REMSA	4
8/1/2012	Dustin Hopfe	9
8/4/2012	Paul Shapiro	4
8/4/2012	Ralph Renteria	4
8/5/2012	UNR PD	2
8/7/2012	WCSD	4
8/7/2012	Majen	13
8/8/2012	Majen	1
8/8/2012	REMSA	8
8/11/2012	Ronald Oliver	4
8/11/2012	WCSD	6
8/15/2012	REMSA	28
8/15/2012	WCSD	3

8/15/2012	REMSA	25
8/16/2012	WCSD	4
8/16/2012	Elko County School District	7
8/17/2012	Elko County School District	10
8/17/2012	Elko County School District	10
8/17/2012	Elko County School District	7
8/18/2012	WCSD	3
8/20/2012	WCSD	17
8/21/2012	Elko County School District	3
8/21/2012	WCSD	19
8/21/2012	WCSD	3
8/21/2012	Tahoe Forest Hospital	1
8/22/2012	WCSD	4
8/24/2012	Elko County School District	6
8/24/2012	Elko County School District	5
8/25/2012	REMSA	9
8/25/2012	WCSD	6
8/25/2012	Alex MacLennan	1
8/28/2012	WCSD	5
8/29/2012	Dustin Hopfe	6
8/24/2012	Elko County School District	5

**Heart Saver CPR/First Aid**

Date	Course Location	Students
6/13/2012	SNJC	3
6/18/2012	NDOC	6
6/24/2012	NDOC	6
6/28/2012	Elko BLM	6

7/13/2012	NDOC	7
7/14/2012	NDOC	4
7/14/2012	NDOC	5
7/14/2012	NDOC	6
7/21/2012	NDOC	4
7/21/2012	NDOC	4
7/25/2012	NDOC	8
7/27/2012	NDOC	4
7/30/2012	NDOC	7
7/30/2012	NDOC	15
7/31/2012	NDOC	17
7/31/2012	Nampa Fire Department	7
8/1/2012	Community Living Options	2
8/1/2012	NDOC	10
8/1/2012	SNJC	6
8/1/2012	REMSA	8
8/2/2012	NDOC	7
8/2/2012	SNJC	6
8/2/2012	Eagle Valley	4
8/4/2012	REMSA	7
8/7/2012	EMS CES 911 Training	1
8/7/2012	NDOC	12
8/7/2012	REMSA	54
8/8/2012	Majen	4
8/8/2012	NDOC	6
8/8/2012	REMSA	51

8/8/2012	Ed Watts	2
8/9/2012	NDOC	16
8/10/2012	Riggs Ambulance	8
8/13/2012	SNJC	6
8/14/2012	Majen	8
8/15/2012	REMSA	5
8/15/2012	Work of Heart	9
8/16/2012	NDOC	1
8/18/2012	REMSA	6
8/21/2012	Majen	7
8/21/2012	NDOC	13
8/22/2012	Work of Heart	17
8/23/2012	Susan Phillips	4
8/24/2012	Susan Phillips	2
8/24/2012	eBay-REMSA	9
8/27/2012	SNJC	6
8/28/2012	REMSA	9
8/28/2012	SNJC	8
8/28/2012	eBay-REMSA	9
8/30/2012	eBay-REMSA	7

**Heart Saver First Aid**

Date	Course Location	Students
7/26/2012	Eagle Valley	3
8/2/2012	REMSA	15
8/7/2012	EMS CES 911 Training	2
8/9/2012	REMSA	3



8/13/2012	Nye County EMS	5
8/13/2012	Nye County EMS	9
8/14/2012	Nye County EMS	7
8/15/2012	WCSD	3
8/15/2012	Milan Institute	23
8/15/2012	Milan Institute	4
8/15/2012	Nye County EMS	5
8/16/2012	Nye County EMS	10
8/20/2012	REMSA	14
8/28/2012	EMS CES 911 Training	1
8/30/2012	Milan-REMSA	29

**Heart Saver Pediatric CPR/First Aid**

Date	Course Location	Students
8/11/2012	REMSA	11
8/14/2012	EMS CES 911 Training	11
8/16/2012	Elko County School District	14
8/18/2012	REMSA	8
8/20/2012	Jennifer Kraushaar	4
8/21/2012	Elko County School District	20
8/21/2012	Jennifer Kraushaar	6
8/25/2012	Alex MacLennan	2

**International Trauma Life Support Recert**

Date	Course Location	Students
8/24/2012	REMSA	4

**Pediatric Advanced Life Support**

Date	Course Location	Students
8/23/2012	EMS CES 911 Training	6
8/25/2012	EMS CES 911 Training	6
8/31/2012	Storey County Fire Dept	3
8/18/2012	REMSA	6

**Pediatric Advanced Life Support Recert**

Date	Course Location	Students
6/13/2012	Eastern Plumas Healthcare	1
7/31/2012	EMS CES 911 Training	1
8/8/2012	Eastern Plumas Healthcare	1
8/8/2012	REMSA	5
8/9/2012	EMS CES 911 Training	1
8/15/2012	EMS CES 911 Training	2
8/23/2012	REMSA	8

**Ongoing Courses**

Date	Course Description / Location	Students
7/5/11	REMSA Education - Paramedic Program	9
1/3/12	REMSA Education - Paramedic Program	15
7/5/12	REMSA Education - EMT Advanced	23
7/5/12	REMSA Education – EMT	3

Total Students This Report	1531
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**5. COMMUNITY RELATIONS:**

**Community Outreach:****Point of Impact**

Date	Description	Attending
8/18/12	Child Safety Seat Checkpoint, at Frontier Financial Credit Union Reno Branch, 10 cars and 10 seats inspected.	7 volunteers, 5 staff
8/18/12	Immunize Nevada Back to School Fair, Legends in Sparks; 9 booster seats given away.	1 staff
8/28/12	Special Needs Car Seat Program Test Client	1 staff
8/28/12	Meeting with Holly Brown, Special Needs Program Coordinator from Ron Wood Family Resource Center, Carson City	1 staff
8/30/12	Training with Megan Long, Victim Advocate, Washoe County School District Police Department	1 staff

**Northern Nevada Fitting Station Project**

Date	Description	Attending
8/7/12	Renown Prepared Childbirth	1 staff; 10 parents

**Safe Kids Washoe County**

Date	Description	Attending
8/1/12	Safe Kids USA Advisory Council monthly teleconference.	1 staff
8/3/12	Washoe County Child Death Review Board bi-monthly meeting, Washoe County Social Services.	2 staff
8/6/12	Obesity Forum planning committee meeting, Reno.	1 staff
8/7/12	Start Safe Travel Grant teleconference with Safe Kids USA.	2 staff
8/14/12	Walk This Way conference call with Safe Kids USA.	1 staff
8/14/12	Have A Ball Mini Golf Tournament committee meeting, Sparks.	4 volunteers
8/14/12	Safe Kids membership committee meeting.	3 volunteers
8/14/12	Safe Kids monthly Coalition meeting, Sparks.	1 staff, 12 volunteers

8/15/12	Immunize Nevada monthly meeting, Reno.	1 staff
8/15/12	Safe Routes to Schools monthly partner meeting, Reno.	1 staff
8/16/12	Maternal Child Health Coalition of Northern Nevada monthly meeting, Reno.	1 staff
8/16/12	Maternal Child Health Coalition of Northern Nevada monthly meeting, Reno.	1 staff
8/18/12	Immunize Nevada Back to School Fair, Legends in Sparks; Cribs for Kids Safe Sleep information table.	1 staff; 25 attendees
8/22/12	Safe Start Travel Grant Head Start Staff Training	1 staff; 5 students
8/22/12	Safe Kids Board of Directors bi-monthly meeting, REMSA. New board member and treasurer Lisa Bagley elected from DiPietro-Thornton.	1 staff, 9 volunteers

**Public Relations**

Date	Description	Attending
8/7/12	Chamber of Commerce mixer, REMSA.	1 staff
8/22/12	Safe Haven subcommittee meeting hosted by State of Nevada Health Division, Carson City.	1 staff



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*Regional Emergency Medical Services Authority*

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

**INQUIRIES**

**August 2012**

There were no inquiries in the month of August.



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*Regional Emergency Medical Services Authority*

**GROUND AMBULANCE  
CUSTOMER SERVICE  
FOR  
AUGUST 2012**

## GROUND AMBULANCE CUSTOMER COMMENTS AUGUST 2012

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
1	Everything. Ambulance driver went out of his way to meed my friend who was in the waiting room when I was delivered to ER at the hospital.	Keep on keeping on as is.	Excellent dispatcher, excellent REMSA ambulance crew.
2	The examination and preparing me for removal to the VA Hospital was outstanding.	i cannot think of anything. Each person seemed qualified.	I didn't contact any of your billing staff.
3	I thought the entire crew performed in an outstanding manner. Also, very polite.	I don't have any suggestions. Thanks.	
4	Everything		
5	All was ok. service and time were great.	Just be there.	Tis better to be late than never on my response to you.
6	Couldn't get better	All the staff was great. Thank you all.	
7	All great servers		God bless you all
8	Everything		
9	Every think wanderful exelent	every body was exelent	every think was wanderful
10	Everything	Keep serving others the way you served us.	
11	Responded quickly, treated me very well	Nothing	Excellent service. Thank you!
12	You were very helpful	Just stay as you are.	Thanks.
13	Everything		
14	Transferred me from the airport to Renown fast and efficiently	Nothing	
15	Friendly & explained what was happening.	if you can't get a vien for IV don't hurry & dig to get it! Almost hurt as much as injury!	They do not make enough money for what they do! Thank you.
16	2 were respectful of a 90 yr old woman. 1 was not.	Learn how to lift a person off the bed onto a wheelchair correctly. Be respectful.	One of the REMSA staff onsite asked if I wanted them to drag my mother down the hall way because they could not get the equipment down the hallway. If you don't have anything nice to say. Don't say anything at all. Remember you are providing a service.
17	Everything	Less waiting for doctor's	The service was good.
18	Professional and ride was comfortable as road would allow	n/a	
19			good
20	Your crew was extremly kind and patient with my husband who was VERY uncoopertive		
21	Transported to hospital		Great service
22	They were awesome!		
23	Yes	Nothing, it was a job well done.	Service was good.
24	The crew was very polite and kept me informed on all procedures don on me. Everyone was very efficient.	i recieved excellent care, so form this crew everything was great	I apologize for not sending this right back. Sorry it took so long.
25	Explained things that they were doing.		
26	Everything they did.		
27	Very prompt and reassuring		
28	Caring		
29	Responded professionally and allowed family member to accompany patient.		
30	Got me to St Marys!		
31	Everything. I have no complaints.		I thought all your staff was great.
32	Very good #10		
33	Response time was great and quick	Nothing, doing well.	Your staff urged my husband to go to the hospital although he didn't want to and so helped him to get the help he needed.
34	Everything. Great job! First class care. This is my mom and both guys were great to her.	Nothing.	
35	Everything went smoothly. All personnel were great.	Nothing, it was perfect.	
36	Seemed to know what they were doing.		
37	Everything	Nothing, exceptionally excellent care.	Exceptional professional care.
38	From prompt response to EMT professional service to delivery, REMSA was excellent!	Not much.	EMT personnel were concerned, informative, and cared well for my situation.
39	They were polite and caring in a diffacult time.		
40	Good service		
41	Everything was wonderful.	Everything was good.	The care and service was exellent. I just want to say the two young men that helped me was so wanderful they helped me very much and just wanted to thank them very much.



	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
42	Everything		
43	Immediately addressed injury and pain and tried to keep me as comfortable as possible. Reassuring.		Tried to be assuring @ possible damage to knee replacement.
44	Everything		
45	understanding my situation	Can't think of it	
46	Calm and friendly		
47	This was transfer from one hospital to another. In all respects my wife was treated competently and kindly.	I do not believe your service can be improved upon.	
48	Everything	No complaints	
49	Everything. Efficiency, empathy, quick service, expertise.	Can't think of anything else.	Very compassionate.
50	I was taken care of well. It was a short trip, I fell in the hospital parking lot. My husband was also taken care of. He has a fx hip.	n/a	
51	Everything was done very efficiently and quickly. Response time very fast.		
52	Everything	You are caring.	Thank you.
53	Showed care and attention to my symptoms	You guys are the best!!	Excellent
54	Made me laugh	Keep making me laugh	
55	Very kind during my accident.		
56		You did great!	As a part of the medical community for nearly 40 years, I felt the care I received was wonderful. Your ppl are genuine, caring, compassionate, friendly. However, I hope I don't ever have 2 see 'em again on my way to CA :)
57	I am assuming this was the ambulance ride from the Reno Airport to Renown Hospital. Everything went fine. The attendants stayed with me all the way to the hospital room as well as the airplane people. Everything was good, no delays.		
58	They pick up my Dad from floor and took him to VA Hospital.		
59	Your crew was very professional and pleasant.		
60	Everything		
61	Remained calm.		I was in and out of consciousness. Crew responded when I spoke to them.
62	yes	Everything excellent now	Care was very good.
63	Everything from dispatch to REMSA unit.	Keep up the awesome job your doing.	Always REMSA, are professionals. Thank you!!!!
64	Prompt service		
65	Everything was done excellent		
66	Yes		your care has always been excellent
67	All was satisfactory		
68	The crew was so very helpful and nice. Everyone was great. I'll leave my life in their hands anytime.	Not a thing	Excellent in all ways!!!
69	Informed		
70	Everything		
71	Very accurate, very professional	Can't think of any improvements.	
72	You informed us what the problem was. Everyone was very helpful.	Just keep doing what you do best.	Your service was great.
73	The two attendants were very encouraging - I felt very secure.		
74	As I was in shock, very professional and calming. They went the extra mile.		
75	everything		
76	Very compassionate and helpful		
77	Everything	Nothing	Very professional
78	Transporting to St Mary's	Your service was very good	Very helpful. I couldn't have made it without their help.
79	Ensuring the patient was comfortable during transport.		Arrangements for transport were made by the hospital staff. It was hours later than what they stated before transport arrived.

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
80			Left wheel marks on our rugs.
81	Dispatch was awesome.	When the fire fighters & EMT's arrived they should hustle a little more instead of acting like they have all the time in the world. They took their sweet time to get out of their vehicles and then were just chatting out front. I also think they could have done better when they got her outside. They should have covered her instead of having her lay there exposed.	
82	They always do a great job!		
83			Excellent
84	EMT's were very professional and courteous.		Excellent
85	Dispatch was helpful and paramedics were gentle with my mom.		
86	Everything		
87	Quick arrival (was in the near area)	All went well	The attendant in the back with me talked to me a lot which I felt kept me calm.
88	Everything	Nothing	
89	Lifting off floor onto gurney as gently as possible.		
90	Took me to Renown E.R. and prepped me on the way.		
91	Checking my heart rate as it was very, very low.		They both knew there job well.
92	Very good		
93	you were comforting, quick, and efficient	n/a	If we need you again, we know we would be in good hands.
94	Responded quickly and was most compassionate. Made me feel relaxed and well taken care of.	Stay on Target.	I tell my friends to apply for REMSA services.
95	Everything. Efficient, considerate, knowledgeable, timely.	Nothing.	compassionate service, we thank you.
96	Everything		All care excellant
97	I don't remember		The cost is high for me.
98	kept me well informed on what they were doing and results on way to emergency.		
99	Everything	Nothing	Was great
100	The ambulance reached our house in just a few minutes.	You did it well. Keep it up!	
101	Explained my condition, helpful advice	Nothing, was excellent.	
102	Courtesy and questioning.	You probably hear this often... "If you could just get the cost down for patients;" however, your knowledge and help is priceless.	Thank you!!
103	Kept me calm and explained everything they were doing to me on the way to the hospital.	Nothing.	Very professional, helpful, and kind. Thank you!
104	Quick response, listened well to symptoms etc., very calming and professional	Can't imagine	Great job.
105	Everything	continue	Excellent
106	The medics were professional, came very quickly. They were efficient, they calmed me. I felt I couldn't breath.	They did a good job. I don't know what else they could have done better.	I have Medicare/Medicaid. I was not sure if you'd have that information. I assume you'll call if you need that information. Thank you for your great service.
107	Very calming, quick		Very satisfied.
108	You came as fast as you could.		You have had to come here 2 times as I was out cold. My husband called you. Thank you for your fast service to us. You saved my life. My God bless you all.
109	Everything. They were very professional.	Nothing, great job.	
110	Everything. Kind and caring	None-see above.	
111	All well done.		
112		Provide a more economical service. It cost WAY too much!!!	

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
113		Not sure what this means, but the paramedics gave us more of a sense of confidence and comfort, whereas the REMSA people were good, but more "detached" and clinical, like they didn't care so much as the paramedics did about the patient. Not to say they were unprofessional or unskilled, more like they were less caring and compassionate. Sorry, but that is what we felt.	
114	Everything was good.		Very, very good
115	Helped us in our time of need. The guys were very gentle and helpful.	Nothing	
116	Everything! I love every REMSA crew my family and I have had for an emergency!	n/a	Keep up the good work!
117			This was a transfer from Renown to Tahoe-Pacific West. I was not present at the loading or unloading, therefore assumed it was ok.
118	Everything. The 3 young people who came were very professional and courteous.		
119	Very well	Keep it up	
120	Fast response and compassionate assistance.		it is always a comfort to know there is help when a loved one need attention. Thank you!!
121	They came right away. Real friendly.		
122	Very well. The lady was polite and the rest of the crew too.	Keep up the good work. The lady and crew who was at my home. Other times the crew was not professional.	Thank you to the crew. Great job!
123	Care and treatment	Keep up the great work	
124	Everything		
125	They carefully handled patient in severe pain - kept nervous patient calmed down.		great service and great asset to the community.
126	Your staff was very caring and professional.		
127	Whatever was necessary.	Pay my bill	
128	All, currently excellent.		
129	They were very nice and polite	nothing	
130	Everything	n/a	The nurses and everyone very polite and helpful
131			He doesn't remember much about trip. I want to thank you for your help.
132	I was not wanting to go to the hospital. They talked me through everything and kept me calm.		
133	Prompt and excellent service.	Nothing.	
134	Responded quickly.		
135	Promptness	The female attendant tried unsuccessfully to put IV. The male attendant was able to do this.	
136	Everything!!! Very satisfied.		
137	Everything	Have no idea	Just great.
138	Very reassuring. Displayed competence with understanding and compassion. Took charge.	Continue in the same vein.	
139	All	I am happy with your current service.	
140	Keep up the good service.		
141	Yes	Nothing, very professional.	
142	Everything.		
143	Made sure that I was as comfortable as possible.	Nothing. Everything they did was good.	
144	Fast response.		
145	I have no complaints		The sheriff called and told us what was going on.
146	You were helpful, caring, engaging at a difficult time.		
147	Attention to my pain and comfort.		
148	Very friendly and upbeat.		
149	Kept everyone calm and made sure everyone was well informed.	n/a	
150	Responded quickly		
151	Kind. Grateful for the help.		
152	Everything was excellent		The staff/crew was very professional.
153	Everything was above board	nothing	
154	Calmed me		
155			Service was good.
156	Helped keep my daughter calm and not to scared		

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
157	Keep me calm		
159	Very rapid response and initial treatment for TIA.		Outstanding
160	Help me	Keep up good work	
161	Saved my life	Keep up the good work.	
162	Everything. They were polite and caring	Like I said, everything was good. Couldn't be better.	Thanks for being so helpful and polite.
163	Kept up my spirits despite painful situation. Made certain list of my meds was complete and correct.	O, everything in line, especially hospital I preferred.	I have the Silver Saver ambulance insurance.
164	Got me to the hospital	Fix me	
165	The personal are kind and informative, besides professional.	Charge less. It's just way to costly!	
166	Everything.	You do excellent	Everything is excellent.
167	Polite and kind.		
168	Prompt, knowable		
169	Professional, courteous, caring, total communicators, with a touch of humor.	Please keep it up!	Thank you!
170	Everything		
171		Couldn't do anything any better. Staff was wonderful.	
172			Do not remember anything, but you got me there.
173	Compassionate, professional, kept me informed of all procedures and what to expect as we entered hospital. Put me at ease!!		
174	you're employees are wonderful		
175	Everything - all of you were very cool!!!		
176	Helping me up off the floor and out of house to vehicle. Explaining things.		The service and care was great and the ride nice and smooth.
177			My husband was transported from St. Mary's to Renown. the young men were very respectful and helpful. I don't have their names but they need a commendation for good service.
178	Gave info at transfer site regarding what will be done, how long it will take to get to Reno, How long they will be in Quincy.	I can't think of anything	Everyone was very caring and professional. We were certain our son was in good hands.
179	Your boys were great	Keep up what you are doing. I always have good care.	
180	You guys made sure I got to Renown safely and made sure that everything was ok.	Keep up the good work! :)	Thanks for making sure we go to Renown safely!
181	Calmly and efficiently conveyed me to Renown!	Well done!!	I'm very impressed with the service.
182	Recommended the best hospital for possible stroke.		We are glad they are based close to our building.
183	Rest in bed		Not sure, oxygen for lungs good.
184	Made the event as calm as possible. Thank you!		
185	Friendly and explained all the procedures to my mom. Thank you!		
186	I am pleased with your help. Thank you.		Very pleased with all your help.
187	Got to my apt fast. Very professional and concerned about me. They were they best.	Keep doing what their doing.	Very good service.
188	Very well		
189	Came in a timely manner. Very professional.	Already the best.	Followed up with me in the hospital after a couple of hours checking to make sure I was getting everything I needed.
190	From the dispatcher to the crew they were very professional. I cannot thank them enough.	All of you was the best.	
191	Responded reasonable time. Personnel very professional	Service was wonderful	
192	The team that came out was just great and their team work was good.	n/a	
193	Fast arrival!	Female on crew couldn't perform IV placement without lots of bruising on my arm.	
194	The 2 male paramedics were polite and professional. Female was NOT!!!	Drive better!	The female was rude, drive terrible and over speed limit and jerked the gurney I was laying in! TERRIBLE SERVICE BY FEMALE!!! RE-TRAIN THE FEMALE PARAMEDIC!! RUDE!!
195	Quick, kind, professional, smart	Nothing I know of.	

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
196	Arrived immediately, the monitoring of blood pressure and sugar. Patient transfers to ambulance.	Your already doing great. I think all of us see as I see.	We very much appreciate you all. Keep it up.
197	Excellent service, very professional and polite crew.	Special rates for elderly or seniors. Billing dept can arrange special discount for people with no insurance.	Thank you.
198	I cannot express in words my appreciation to all who responded and saved my husbands life. Your people are wonderful!		
199	They made sure my son was ok knowing he was scared about what happened to Mommy.		
200		Mr. Piper called and stated that a crewmember was verbally abusive on scene and slammed on the breaks of the ambulance and grabbed him by the shoulder at SMH causing a bruise on his shoulder.	
201	Not much. Could not determine the dose of aspirin to give. MD @ ER said there was NOTHING on the EKG indicating I was having a heart attack. This was an unnecessary transport.	This was a transport not for the patient, but for company profit. Just plain lack of competence!!	
202	Courtesy		
203	Reassuring, confident, proficient. Knew I was in good hands.	Nothing. They were great.	
204	Everything	Nothing	
205	All helpful and comforting. Thank you!		
206	Care for our needs	Did just great	None.
207	Very pleasant and polite, professional	Nothing, they did very well.	Very professional
208	Always - I'm transported almost monthly. I'm 90 years young this year.	Nothing. Your crews care for me like my great-grandsons.	I love all the crews that attended me.
209	Efficient, well trained, courteous. I've always used REMSA.	Can't come up with a thing.	Love "em" all!
210	Everything	Nothing	Crew was very helpful
211	Everything that I know of	Nothing, your people are tops.	
212	Fast and friendly, communicated well and made me feel comfortable.		
213	Very kind and thoughtful!		Great job!
214	The 2 men who assisted me were very courteous and knowledgeable and professional. All in all, besides being ill, the situation was very enjoyable and relaxing.		
215	Friendly, caring, and empathetic		Kudos to your great staff.
216	Calmly informing us of procedure. Excellent!		
217	Everything	Nothing, it was perfect	Excellent
218	Took good care of me because I was myself.	Can't think of anything.	Very pleased with everything.
219	Able to nicely calm down a very frightened 14 year old.		
220	Was fast to arrive.	get a line in even after I told her not to do it in my left arm because my veins were only easily accessible in my right arm, she would only try my left with no success. Also she was not gentle AT ALL. The male went to the front of the ambulance (the female was driving) & stayed there. I tried to call to him to answer questions he was asking (which was very hard due to my extreme weakness) but started throwing up. My emesis bag got so full I had to ask him to come to the back & get me another bag (hard to do while throwing up).	
221	Nothing	Inform family	
222	Gave me choices of transport or not and to which hospital. Took extreme care getting me out of house up & down stairs.	Explain cost of transport and payment options or reductions.	
223	Everyone that took care of me. I thank all. I don't remember the ambulance ride, but my in-laws said REMSA was great.	Nothing.	Great.
224	Kept the family calm and took good care of the patient	You were grate and fast	

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
225	Yes	They did an excellent job	Thank you for your assistance.
226	Everything - Couldn't have been treated any better. Thank you.	I couldn't add anything to your service.	Perfect.
227	Letting me walk to ambulance. Calling ahead letting me choose which hospital		The tec was very nice and billing
228	Response terrific. While some one or two were treating my husband, another talking to me getting information.		Grateful for such great service in area - know help is there, confidence high in what they provide.
229	I can't say you didn't do everything well	Maintain you standard of service	No comments
230	Everything!	You already did.	I thank God for all of you!
231	The medic was very kind and if he brought someone else to the hospital would check on my husband. Thank you.	No, not really.	Excellent
232	The staff were very professional and caring people. They helped me cope with my pain while being transported to Renown ER. I really appreciated with a quick respond to deal with my pain.		
233	Took me to ER.		
234	All 4 EMT's were helpful, courteous and considerate. The 2 EMT's at the Ballpark and the 2 that took me to the hospital.		Great!!!
235	Everything	Nothing	This crew made me feel relaxed and confident.
236	Quick response, cheerful, knowledgeable, and efficient.		
237	Doing everything almost pain free. Thank you!		
238	Prompt response to call. Excellent medical attention at our home and in ambulance.	I don't know, service was already excellent.	
239	Everyone was so caring, compassionate, and helpful.		
240	Very respectful and gentle with my older very weak husband.		
241	Everything	?	
242	Very helpful and polite	N/a	
243	I have no memory of that day. However; my daughter tells me that from initial phone call by my son-in-law to drop off at hospital, dispatch and crew were wonderful.		
244	Arrived quickly and were very efficient and caring	Can't think of anything.	
245	Arrived promptly and began treatment without delay. Crew was reassuring and persuaded me to go to hospital which turned out to be good abuse.	Flawless, no complaints.	Have been involved in REMSA care for a friend and a family member in the pas - same experience.
246	Everything	Just be there	The crew that came to get me, I can't say enough words for them. They were SUPER!
247	Arrived quickly, responded positively to my requests.		Excellent care and service.
248		We received no call from crew on site prior to taking my son to the hospital. Contact with parent should have been made since our son is only 16 yr old.	
249	Transporting the patient!	The female medic should be more sensitive. She seems a "little rough" with her communication skills. Shows no compassion!!	

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
250	Made my mom feel comforted when she was upset that my dad fell.		You never made them feel stupid for calling and needing assistance. Thank you!
251	As best I could tell, everything.		
252	Everything. They took very good care of my husband.		
253	Response and professionalism of staff.	Nothing	Everything that was done was excellent! In fact, his life was saved yet again by REMSA. He now has a pacemaker! Thank you for all your service. Reno is so lucky to have your service.
254	Everything		
255	Everything		
256	The two crew members that helped me were excellent. No one could come close to the caring of these two!	Hopefully I won't need your services again, but I would dearly love those two back any day!	Great job!! Hopefully all your staff are as caring, but I doubt that!!
257	Everything was great!! Thanks for being here for me!!		
258	Everything was great		
259	Everything		I live in PA and this happened on my vacation.
260	Arrived quickly, took over efficiently from fire dept personnel, answered my questions as they treated me.		Excellent, prompt, personable, and thorough staff!! Thanks!
261	the two paramedics worked in a professional manner and also they were nice and friendly.		
262	The whole thing.		
263	Everything. Thank you so much for the care of my husband.	Nothing	
264	You saved my life		Thank you!
265	Very prompt, kept spouse on phone with instructions and kept us in relax mode		Hope I never need your service again. Thank you!!
266	All of the above. The REMSA medical team was knowledgeable.	All the REMSA team are doing good job. Keep the best of it.	Exceptional care and service. Thank you.
267	My care		Everyone took very good care of me and my family.
268	Everything		Thank you very much for your service.
269	The crew was excellent.	Improve driving skills.	
270	All services	Nothing.	
271	did everything very professional and medical service was very efficient.		
272	IV air	Nothing, they did great	
273	Explained everything to me and was very professional.	They did everything they needed to do.	Keep up the good work.
274	I'm in 100% liver failure, ending stage of liver disease. The ambulance always do everything real quick because they always know when my ammonia levels are high so they get here quick. Excellent work by entire staff.	Everything is excellent, you couldn't do anything better	I think everyone working in that field deserves some kind of reward.
275	To be honest I was too sick to say except I got to the hospital fine and was taken good care of there.	Just keep up the good work.	Good job, Thanks.
276	Helped to keep me awake and alert.		Have no questions, but the service was very, VERY good. Thank you!
277	Calmed me down	Nothing	Was satisfactory.
278	An "A" for the staff (crew)!		
279	They were very kind and helpful!		
280	Everything - good service	Nothing, good job.	
281			Excellent
282	Transported me to another hospital.		
283	Helped calm me down.	I thought response was excellent.	Keep up the great work! You really helped me and I will always remember your services.
284	Got me from point a to point b, but lost cane in transport.	Make sure that patient is strapped in, also lost cane in transport, not fair.	
285	They do very very good to me. I cannot move. The two young guys put the bed where I can reach easy.	Nothing so far.	Excellent service.

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
286	EMT's were professional, and courteous. They got right to their jobs and wasted no time in transporting me.	In that I have little to compare it to, I say that there was little doubt that they were there to do their jobs.	I was transported comfortable and with due diligence.
287	Caring and professional, especially when I needed the support. Assisted me in providing directions to Renown.		
288	Everything	Nothing	No questions
289	very friendly staff		
290	Everything		Reno is fortunate to have EMS of the caliber of REMSA. Every experience we have had with you has been good.
291	Everything		
292	Quick arrival, good customer service skills	Explain treatment i.e. I wasn't told what meds I was given.	
293			Very good.
294	The staff explained everything politely and where I understood.	Nothing. Everything was excellent.	Excellent crew. They worked well together.
295	Excellent communication skills and professionalism with patients.	No improvement needed.	Excellent work, greatly appreciated.
296	Service was prompt. Service was professional.		
297	Thank you.		
298	Collected my data immediately in case I lost the ability to speak. Transported me in timely manner. Communicated with me throughout.		
299	I was made to feel comfortable and relaxed.	I can't think of anything. Excellent service.	Excellent care and I was checked on when in room to see how I was doing.
300	The crew did a professional job.		the crew communicated with the hospital staff.
301	The responders were very patient and accommodating with elderly.		
302	All was lovely.		
303	Make transition between Renown and Lice Care Center go well.		
304	Everyone was concerned and worked to help me as if I was their family. They were so kind and helpful.		It was great!
305	Got to pickup point quickly, ask the right questions.		
306	Were prompt		good.
307	Everything	Keep doing the same thing	Wonderful service.
308	Everything		
309	Arrived quickly and got right to the care.		
310	Got me to the hospital.	This was my one and only so I can't suggest a single thing.	
311	Everything	None	None
312	Strapped me in ambulance carefully and staff was friendly.		
313	Quiet, business-like, encouraging, fast		
314	All services for this transportation were excellent; I felt comfortable and secure.	Not applicable	No further expressions required.
315	Everything. I felt very secure.	No complaints	
316	Everything	Nothing	Very helpful, polite
317	Got me there safe and fast		
318	Everything!		Have had your services before and ALWAYS great!!!
319	Everything		
320	Yes		Good
321	Considerate, gentle, kind		A calming effect was helpful
322	Everything that needed to be done. All staff very nice	Nothing	
323	Everything, everyone was very nice		

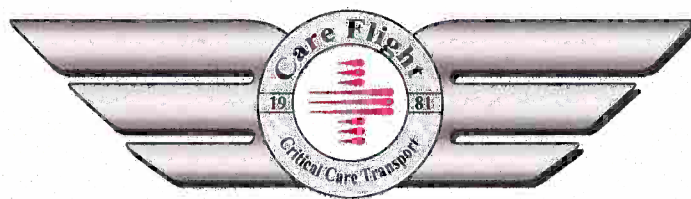




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*Regional Emergency Medical Services Authority*

**CARE FLIGHT  
CUSTOMER SERVICE  
FOR  
AUGUST 2012**





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*Regional Emergency Medical Services Authority*

**REMSA**  
**PUBLIC RELATIONS REPORT**  
**FOR**  
**AUGUST 2012**

**PUBLIC RELATIONS**

**August 2012**

<b>ACTIVITY</b>	<b>RESULTS</b>
Managed press conference and wrote materials regarding the CMS Healthcare Innovation Grant Award.	Throughout the month
Pitched and coordinated a story with the Reno Gazette Journal regarding REMSA's medics saving a runner who collapsed in cardiac arrest at the Rock 'N River marathon finish line.	Story appeared on 7/15/12.

RENO GAZETTE-JOURNAL  
FIND CLASSIFIED ADVERTISING INSIDE

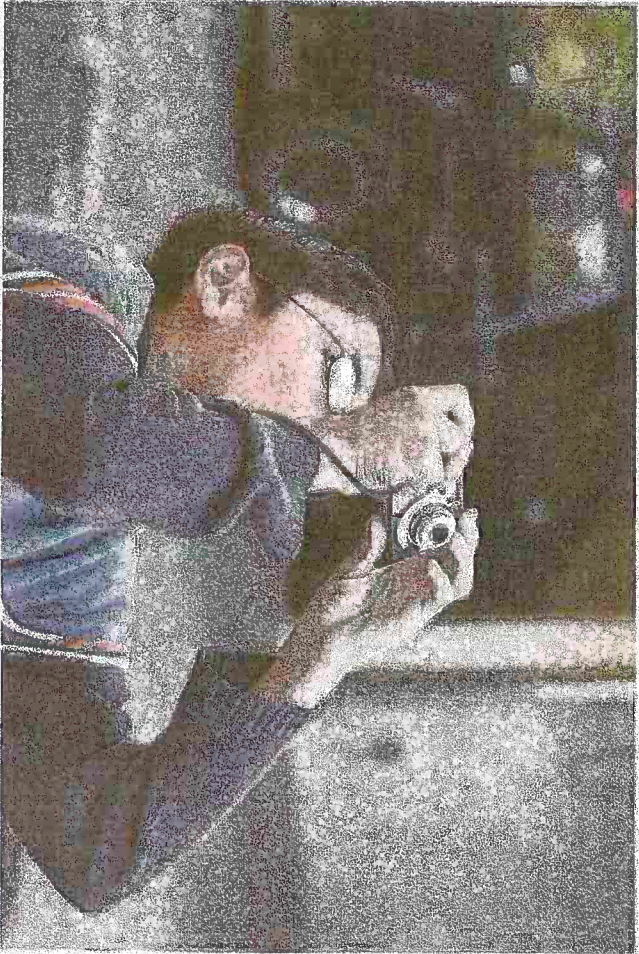
# NORTHERN NEVADA

WEDNESDAY, AUGUST 8, 2012 • RGJ.COM/LIVING



SECTION  
CONTACT  
MICHAEL MARTINEZ  
775-785-5302  
MMARTINEZ@RGJ.COM

# An eye on safety



Mario Rodriguez, an Esther Bennett Elementary School student, took advantage of a safety class that used digital cameras to document safety examples. His photo was sent to the national Safe Kids PhotoVoice project. PHOTOS SUBMITTED TO RGJ

## Esther Bennett students give voice to safety concerns through digital photos

By Michael Martinez  
mmartine@rgj.com

Cracks in the sidewalk, cyclists without helmets, jaywalkers.

Photos of all these safety hazards that can plague youngsters going to and from school were documented last school year by 20 sixth-graders at Esther Bennett Elementary School in Sun Valley, who surveyed good examples of safety and safety hazards in their community while gaining an education in digital technology.

The PhotoVoice project was underwritten by Safe Kids Washoe County through their national Walk This Way campaign sponsor, FedEx and with additional fundraising.

In September, Safe Kids Washoe County will hold the Here's Ball Mini Golf Tourna- ment to raise money for the next PhotoVoice class.

The classes were taught by Lisa Cook, art director for SVA/Blue Moon, an illustrator and photographer.

The students, who are nominated by their teachers, met six or seven times through the school year, said Melissa Krall, coordinator of Safe Kids Washoe County.

The first class was a pedestrian safety class built on what Safe Kids teaches schools regularly and during special events such as International

### HAVE A BALL MINI GOLF TOURNAMENT

Fundraiser benefits programs and projects by the Safe Kids Washoe County.

WHEN: 10 a.m., Sept. 29

WHERE: Wild Island Family Adventure Park, 250 Wild Island Court Sparks

COST: \$15 single entry, \$75 for six  
DETAILS: 775-858-5700 Ext. 6226 or 6227/ www.safekidswvc.com

Walk to School Day, Krall said. Seating safety was the ultimate goal.

"We also tried to teach them how to be aware of their surroundings, and when we took them out, it was amazing some of the things they did see," Cook said. "They see cracks in the sidewalks that could be dangerous, they see stop signs that are covered by trees."

The students went on field trips to several locations, including the University of Nevada, Reno, Victorian Square in Sparks, downtown Reno, and other places that offer different safety examples and problems they wouldn't ordinarily see.

"They also did a walking tour of their neighborhood. They really start to think



A student illustrates how a crack in a sidewalk could be unsafe.



Esther Bennett Elementary School student Joe Collins takes a photo of a safety sign in Wingfield Park as part of the PhotoVoice project.

See SAFETY, Page 3C

# EDUCATION FORUM

## Safety

Continued from Page 1C

about safety," Cook said. "They're really noticing things like where there should be a guard rail and there's not, people on bicycles without a helmet or jaywalking."

The next step of the project was to acquaint them with digital technology.

"A lot of the kids at Esther Bennett don't have a lot of experience with digital cameras and definitely don't have a lot of experience editing the pictures taken," Cook said.

The students learned Adobe Photoshop editing techniques and how to determine which of the pictures turned out the best, Cook said.

The students were given work sheets for them to detail what they were thinking when they took a certain photo, what were they trying to capture, what could have made the picture better.

The exercise was meant to spur critical thinking and have them sharpen their writing skills.

"They also wrote about what should be changed and who is responsible to change it," Krall said. "If the stop light's not working, how do we find the responsible person to fix that so somebody doesn't get hurt?"



Esther Bennett Elementary School students Sydney Thomas, left, and Bailey Corbett use digital cameras to document safety examples in Victorian Square.

As the class photos were compiled, an assembly of the student's parents and their peers was held so the students could explain the project and talk about each of the photos.

Cook took all the photos and put them together in a video slide show for the students to keep to commemorate the year.

An ancillary benefit of the program was that the students had to keep up their grades to participate in the field trips. The program hasn't yet been offered to other schools, but it is something that Cook and Krall would like to see happen.

"I think it would be great if every

school had this program, but I would like to see all the other safety aspects go along with it," Cook said. "And before they get to my class, they study safety, like how to use crosswalks."

Safe Kids has undertaken similar projects, such as an advocacy letter-writing campaign where students wrote about safety concerns and the letters were taken to the County Commission.

They also visited the Nevada Legislature in 2011 with a display of their safety photos, met with lawmakers and talked with state government staff.

"It's a good experience that exposed them to advocacy and how you make a difference," Krall said.



# WASHOE COUNTY SENIOR SERVICES



Living Well. Aging Well.

Grady Tarbutton, Director

August 28, 2012

Employees of Remsa & Careflight - *Starfish Charitable Giving Committee*  
450 Edison Way  
Reno, NV 89502

Dear Employees:

On behalf of Washoe County Senior Services I would like to thank you for your generous donation of ~~three~~ *eight* fans for the KOLO Fan Club. Seniors in the Reno/Sparks area, without air conditioning, will be very appreciative.

We are committed to enriching the lives of our participants by providing quality services in a safe environment while preserving their dignity and independence. Washoe County seniors, who have contributed so much to quality of life in our community, deserve no less.

Thank you again for making a difference with your gift. Your generosity is appreciated by everyone.

Sincerely,

Grady Tarbutton, Director  
Washoe County Senior Services

GT/kc



Powered by iMelight

Posted: 12:17 PM Aug 17, 2012

## Care Flight Announces "Flight for Good Cause"

Care Flight, a non-profit community medical helicopter service, has announced the first-ever "Flight for a Good Cause" fundraising event.

Reporter: Staff/Press Release

Email Address: [news@kolotv.com](mailto:news@kolotv.com)

Like

Tina Koehn Hamlin and one other person like this.

f

Reno, NV – Care Flight, a non-profit community medical helicopter service, has announced the first-ever "Flight for a Good Cause" fundraising event. Care Flight is giving the public a unique opportunity to experience first-hand what it is like to ride inside a medical helicopter without the emergency. Care Flight will spend three Saturdays offering flights at each of its three base locations as part of a fundraising campaign designed to generate funds to go toward lifesaving equipment. Flights will be 15 minutes and are \$75 per seat with 3 seats available per flight. Each seat on board will be a window seat and the flight patterns will be pre-set depending on the location of each base.

The fundraising flights will be on the following days and times:

...Saturday, Sept. 22, at the Truckee Airport, 1211 Chandelle Way, Truckee, Calif.,

...September 29 at the Carson Valley Medical Center, 1107 Hwy 395, Gardnerville, Nev.,

...October 6 at REMSA, 450 Edison Way, Reno, Nev.

i

The first flight of each day is scheduled for 8 a.m. with a new group taking off every 30 minutes after.

"We are really looking forward to this inaugural event," says Kurt Althof, Public Relations Manager at Care Flight. "This is a really unique way to raise funds for our program while giving the public a very unique opportunity and up close experience with the Care Flight program."

"Care Flight has been serving the Northern Nevada and North Eastern California regions since 1981 and yet we are still somewhat a mystery to the public," said Temple Fletcher, program director. "We hope this event will also serve as a step in improving the understanding of what we do."

Care Flight will use its fourth aircraft for this event so that there will be no interruption to the regular service provided to the region. Seats are limited and available by reservation. For more information or to reserve a seat, visit [www.care-flight.com](http://www.care-flight.com), or call 775-353-0762.

**About Care Flight:**

Care Flight began in providing fast, high-quality emergency medical service and rescue to the remote and rugged areas of northern Nevada and northeastern California in 1981. In 1986, Care Flight was placed under the authority of the Regional Emergency Medical Services Authority to create a comprehensive EMS system with fully integrated ground emergency medical services as well.

Care Flight provides service within a 150-mile radius of each of its 3 bases located in Reno, Gardnerville, and Truckee, covering 40,000 square miles. Care Flight can provide critical care levels of services to critically ill and injured patients at accident scenes and rural health care centers in minutes.

Care Flight is a non-profit community service, which utilizes no tax dollars.

**Find this article at:**

<http://www.kolotv.com/community/headlines/Care-Flight-Announces-Flight-for-Good-Cause-166569046.html>

Check the box to include the list of links referenced in the article.





## 1<sup>st</sup> Annual "Flight for a Good Cause"

Care Flight is a non-profit community service that has recently embarked on a \$500,000 capital equipment fund raising campaign. As part of the fund raising efforts, Care Flight has created a unique opportunity to showcase the Care Flight helicopter and offer the public a chance to fly.

### **Dates and Locations:**

September 22, 2012 – Truckee Airport 1211 Chandelle Way, Truckee, CA

September 29, 2012 – Carson Valley Medical Center 1107 Hwy 395 Gardnerville, NV

October 6, 2012 – REMSA 450 Edison Way Reno, NV

October 13, 2012 – Make up date in the event of a weather cancellation at the site of the canceled fly day.

### **Times:**

Flights will be offered every 30 minutes starting at 8:00 am and running through 3:30 pm. (8:00, 8:30, 9:00, 9:30.....)

### **Description:**

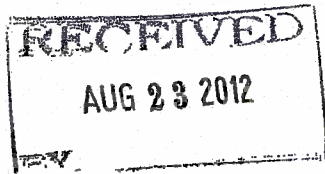
Each participant is required to arrive 1 hour prior to their scheduled flight time for a safety briefing and aircraft orientation. Adults 18 years and over and parent or legal guardian of a minor **MUST** sign a release form prior to flying. A responsible adult must accompany youth under the age of 16 and we don't recommend children under the age of 5. Each flight will consist of 15 minutes of actual flight time and the flight plan pattern itself will be pre set. The planned flight patterns for each location unless weather dictates otherwise are as follows:

- Truckee – Depart airport fly up over the crest to the North shore of the Lake Tahoe basin and back.
- Gardnerville – Fly from CVMC up to the Sierra crest to view Lake Tahoe and back
- Reno – City Tour will depart 450 Edison and circumvent the city and provide a bird's eye view of the Reno Skyline

### **Cost and Availability:**

Each Seat will be \$75 (All seats are window seats), there are 3 seats available per flight, and there will be 16 flights each day/location.

**CALL 775-353-0762 OR EMAIL [KALTHOF@REMSA-CF.COM](mailto:KALTHOF@REMSA-CF.COM) FOR MORE INFORMATION OR TO RESERVE A SEAT. RESERVATIONS ARE REQUIRED**



FRANK AND SHIRLEY C.

RENO, NV 89509-4791

This is a thank you donation  
for the two young men who  
came to our apartment the  
night of June 2<sup>nd</sup> in response  
to the call from the concierge.

They arrived in minutes and  
after checking him over, very  
gently lifted my husband  
onto a stretcher and carried  
him to bed.

He awoke the next morning as  
if nothing had happened  
and has been fine since.  
But we are being more  
careful.

You are a great company,  
Sincerely, Shirley C.

# 2012 HEALTHCARE HEROES



SEVENTH ANNUAL | SPECIAL REPORT

Anthem 

Nevada Business  
the decision maker's magazine

Northern Nevada

## Patrick Smith

President and CEO | Regional Emergency Medical Services Authority (REMSA)/Care Flight



**A**t the forefront of the emergency medical services (EMS) industry, Patrick Smith is President and CEO of REMSA and Care Flight. Patrick joined the organization in 1990 and he, along with the staff at REMSA, work hard to maintain an award-winning emergency service provided to Northern Nevada residents that operates without the aid of tax dollars. Hav-

ing been offered his position at REMSA on a six-month trial basis, Patrick illustrated a drive to amplify their services. In the 22 years he has held his position, the company has grown from a 12 ambulance, one-helicopter operation in 1990 to successfully becoming a 43 ambulance, four-helicopter enterprise.

Patrick has also recognized the importance of serving the community in an educational setting. The staff at REMSA often holds education seminars to engage the community in becoming aware of medical procedures they can perform in case of an emergency. Starting his career as a paramedic, he recognized the need for the community to learn CPR at a young age. Patrick connects his staff with local high schools to educate students on proper CPR practices; which in turn enables them to be more prepared for emergency situations.

Having served as President and CEO of REMSA for two decades, Patrick expresses the passion he has for the EMS industry in all facets of his duties. Patrick has diligently advised his staff on providing quality service in the most severe of times. Under his direction, the staff of REMSA is capable of handling small-scale emergencies with the same caliber of services they handle mass emergencies.



# Washoe County Health District



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

September 11, 2012

To: Members District Board of Health  
 From: Eileen Stickney  
 Subject: Public Health Fund Revenue and Expenditure Report for August 2012  
 Agenda Item No. - 14

**Recommendation**

Staff recommends that the District Board of Health accept the attached report of revenues and expenditures for the Health Fund for August 2012 of fiscal year 13.

**Background**

The attached reports are for the accounting period 2/13 and the percentages should approximate 16% of the year. Our total revenues and expenditures for the current year (FY13) compared to last year (FY12) are as follows:

August 2013	FY13 – REV	FY12 – REV	FY13 – EXP	FY12 – EXP
Transfer	0%	0%		
AHS	8%	7%	16%	14%
AQM	11%	12%	12%	12%
CCHS	2%	6%	15%	14%
EHS	13%	19%	18%	17%
EPHP	12%	14%	21%	20%
<b>TOTAL</b>	<b>9%</b>	<b>10%</b>	<b>14%</b>	<b>15%</b>

The Environmental Oversight Account for August 2012 is \$108,292.49.

I would be happy to answer any questions of the Board during the meeting or you may contact me directly at 328-2417.

*Eileen Stickney*  
 Administrative Health Services Officer

Enclosure

Washoe County Health District  
REVENUE  
Period 1-2, FY13

Accounts	2013 Plan	2013 Actuals	Balance	Act%	2012 Plan	2012 Actual	Balance	Act%
422503 Environmental Permits	51,500.00-	8,418.00-	43,082.00-	16	46,900.00-	7,318.00-	39,582.00-	16
422504 Pool Permits	68,000.00-	3,576.00-	64,424.00-	5	63,000.00-	3,584.00-	59,416.00-	6
422505 RV Permits	10,500.00-	1,442.00-	9,058.00-	14	9,700.00-	1,200.00-	8,500.00-	12
422507 Food Service Permits	369,000.00-	61,595.00-	307,405.00-	17	342,000.00-	51,454.00-	290,546.00-	15
422508 Wat Well Const Perm	20,000.00-	7,596.00-	12,404.00-	38	27,000.00-	1,360.00-	25,640.00-	5
422509 Water Company Permits	2,500.00-	261.00-	2,239.00-	10	3,500.00-	234.00-	3,266.00-	7
422510 Air Pollution Permits	448,037.00-	73,151.25-	374,885.75-	16	370,485.00-	45,589.00-	324,896.00-	12
422511 ISDS Permits	49,000.00-	7,810.00-	41,190.00-	16	47,000.00-	10,623.00-	36,377.00-	23
422513 Special Event Permits	79,000.00-	22,526.00-	56,474.00-	29	74,000.00-	25,345.00-	48,655.00-	34
422514 Initial Applic Fee	27,000.00-	4,678.00-	22,322.00-	17	25,000.00-	3,758.00-	21,242.00-	15
* Licenses and Permits	1,124,537.00-	191,053.25-	933,483.75-	17	1,008,585.00-	150,465.00-	858,120.00-	15
431100 Federal Grants	5,410,086.51-	172,462.75-	5,237,623.76-	3	6,249,019.10-	439,632.68-	5,809,386.42-	7
431105 Federal Grants - Indirect	69,599.00-	2,033.52-	67,565.48-	3	38,708.00-	5,373.65-	33,334.35-	14
432100 State Grants	99,857.00-	99,857.00-	0.00-	100	458,327.00-	3,269.41-	455,057.59-	1
432310 Tire Fee NRS 444A.090	418,766.00-	66,093.55-	352,672.45-	16	452,000.00-	153,722.94-	298,277.06-	34
432311 Pol Ctr 455B.830	300,000.00-	79,864.00-	220,136.00-	27	297,006.07-	79,550.00-	217,456.07-	27
* Intergovernmental	6,298,308.51-	320,453.82-	5,977,854.69-	5	7,495,060.17-	681,548.68-	6,813,511.49-	9
460500 Other Immunizations	89,000.00-	15,804.00-	73,196.00-	18	89,000.00-	16,089.00-	72,911.00-	18
460501 Medicaid Clinical Services	36,200.00-	44.46	36,244.46-	0	40,300.00-	8,359.24-	31,940.76-	21
460503 Childhood Immunizations	30,000.00-	4,610.00-	25,390.00-	15	59,000.00-	8,493.54-	50,506.46-	14
460508 Tuberculosis	4,100.00-	994.57-	3,105.43-	24	6,250.00-	767.39-	5,482.61-	12
460510 IT Overlay	113,400.00-	20,990.00-	92,410.00-	19	96,800.00-	15,706.00-	81,094.00-	16
460511 Birth and Death Certificates	400,000.00-	86,193.00-	313,807.00-	22	280,000.00-	71,551.00-	208,449.00-	26
460512 Duplication Service Fees	3.00-	3.00-	0.00-	100	6.70-	6.70-	0.00-	0
460513 Other Health Service Charges	2,700.00-	1,374.00-	1,326.00-	51	2,700.00-	11.00-	2,711.00-	0
460514 Food Service Certification	13,900.00-	2,551.00-	11,349.00-	18	9,000.00-	2,546.00-	6,454.00-	28
460515 Medicare Reimbursement	2,250.00-	0.00-	2,250.00-	0	300.00-	0.00-	300.00-	0
460516 Pgm Inc-3rd Prty Rec	7,000.00-	49.00-	6,951.00-	1	4,750.00-	7,951.91-	3,201.91	167
460517 Influenza Immunization	23,000.00-	3,453.60-	19,546.40-	15	7,000.00-	59.00-	6,941.00-	1
460518 STD Fees	44,000.00-	2,579.00-	41,421.00-	6	28,000.00-	4,153.89-	23,846.11-	15
460520 Eng Serv Health	44,000.00-	530.00-	43,470.00-	12	42,000.00-	3,712.00-	38,288.00-	9
460521 Plan/Review - Pools & Spas	2,500.00-	3,519.00-	1,970.00-	21	2,500.00-	1,131.00-	1,369.00-	45
460523 Plan/Review - Food Services	17,000.00-	3,519.00-	13,481.00-	21	17,000.00-	1,354.00-	15,646.00-	8
460524 Family Planning	44,000.00-	5,314.78-	38,685.22-	12	44,000.00-	5,436.25-	38,563.75-	12
460525 Plan/Review - Vector	30,000.00-	5,192.00-	24,808.00-	17	24,000.00-	3,251.00-	20,749.00-	14
460526 Plan/Review-Air Quality	40,000.00-	6,254.00-	33,746.00-	16	25,000.00-	4,861.00-	20,139.00-	19
460527 NOE-AQM	100,000.00-	17,095.00-	82,905.00-	17	76,000.00-	19,243.00-	56,757.00-	25
460528 NESHAP-AQM	84,000.00-	14,808.00-	69,192.00-	18	66,000.00-	13,102.00-	52,898.00-	20
460529 Assessments-AQM	41,000.00-	8,557.00-	32,443.00-	21	28,000.00-	7,434.00-	20,566.00-	27
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-	14,376.00-	80,624.00-	15	165,000.00-	33,672.00-	131,328.00-	20
460532 Plan Rvw Hotel/Motel	0.00-	322.00-	322.00-	0	0.00-	0.00-	0.00-	0
460534 Child Care Inspection	8,500.00-	1,914.00-	6,586.00-	23	8,000.00-	1,449.00-	6,551.00-	18
460535 Pub Accomod Inspectn	17,300.00-	2,949.00-	14,351.00-	17	16,000.00-	2,838.00-	13,162.00-	18
460570 Education Revenue	5,700.00-	149.00-	5,551.00-	3	13,400.00-	1,490.00-	11,910.00-	11

Washoe County Health District  
 REVENUE  
 Period 1-2, FY13

Accounts	2013 Plan	2013 Actuals	Balance	Act%	2012 Plan	2012 Actual	Balance	Act%
* Charges for Services	1,253,150.00-	222,374.49-	1,030,775.51-	18	1,153,115.00-	237,315.92-	915,799.08-	21
484050 Donations Federal Pgm Income	41,934.00-	7,580.16-	34,353.84-	18	41,450.00-	8,897.56-	32,552.44-	21
484195 Non-Gov't'l Grants		27.89-	27.89		5,000.00-		5,000.00-	
485300 Other Misc Govt Rev	41,934.00-	7,608.05-	34,325.95-	18	805,650.00-	8,897.56-	805,650.00-	
* Miscellaneous	8,717,929.51-	741,489.61-	7,976,439.90-	9	852,100.00-	1,078,227.16-	843,202.44-	1
** Revenue					10,508,860.17-		9,430,633.01-	10

Washoe County Health District  
EXPENSES  
Period 1-2, FY13

Accounts	2013 Plan	2013 Actuals	Balance	Act%	2012 Plan	2012 Actual	Balance	Act%
701110 Base Salaries	9,426,920.37	1,477,474.74	7,949,445.63	16	9,478,553.73	1,480,814.89	7,997,738.84	16
701120 Part Time	524,842.89	88,317.04	436,525.85	17	542,290.09	92,333.14	449,956.95	17
701130 Pooled Positions	403,235.86	77,874.84	325,361.02	19	425,879.50	63,387.75	362,491.75	15
701140 Holiday Work	1,450.00	51.44	1,398.56	4	1,200.00	159.66	1,040.34	13
701200 Incentive Longevity	162,400.00	494.22	161,905.78	0	162,380.00	586.16	161,793.84	0
701300 Overtime	50,825.11	8,438.08	42,387.03	17	57,406.25	11,776.37	45,629.88	21
701406 Standby Pay						5,065.18	5,065.18	
701408 Call Back	1,000.00	99.98	900.02	10	3,000.00	268.72	2,731.28	9
701412 Salary Adjustment	10,554.54		10,554.54		101,818.78		101,818.78	
701413 Vac Payoff/Sick Pay-Term		25,885.01	25,885.01			75,198.96	75,198.96	
701417 Comp Time		16,569.07	16,569.07			6,695.16	6,695.16	
701500 Merit Awards					92,818.62		92,818.62	
* Salaries and Wages	10,581,228.77	1,695,204.42	8,886,024.35	16	10,679,709.73	1,736,285.99	8,943,423.74	16
705110 Group Insurance	1,441,387.10	226,687.55	1,214,699.55	16	1,489,390.16	231,048.08	1,258,342.08	16
705199 Lab Cost Sav-Benef					769.00		769.00	
705210 Retirement	2,396,330.05	370,413.74	2,025,916.31	15	2,366,170.12	364,395.12	2,001,775.00	15
705215 Retirement Calculation					355,282.00	997.20	354,284.80	0
705230 Medicare April 1986	137,695.64	22,598.66	115,096.98	16	137,288.33	22,409.52	114,878.81	16
705320 Workmens Comp	63,932.41	10,655.44	53,276.97	17	63,088.78	12,891.62	50,197.14	20
705330 Unemply Comp	15,533.45	15,533.45		100	14,892.40		14,892.40	
705360 Benefit Adjustment					11,708.00		11,708.00	
* Employee Benefits	4,054,878.65	645,888.84	3,408,989.81	16	4,437,819.77	630,972.54	3,806,847.23	14
710100 Professional Services	759,517.38	77,407.04	682,110.34	10	1,126,661.42	38,834.94	1,087,826.48	3
710105 Medical Services	9,284.00	136.00	9,128.00	1	8,914.00	747.50	8,166.50	8
710108 MD Consultants	46,900.00	5,412.50	41,487.50	12	60,900.00	7,187.50	53,712.50	12
710110 Contracted/Temp Services	81,000.00	3,185.17	77,814.83	4	89,365.00	4,042.74	85,322.26	5
710119 Subrecipient Payments					186,242.00	6,780.57	179,461.43	4
710200 Service Contract	105,243.00	26,079.86	79,163.14	25	69,433.00	22,817.17	46,615.83	33
710205 Repairs and Maintenance	20,541.91	2,106.03	18,435.88	10	19,940.00	727.69	19,212.31	4
710210 Software Maintenance	16,200.00	3,000.00	13,200.00	19	12,000.00		12,000.00	
710300 Operating Supplies	130,715.55	7,441.03	123,274.52	6	158,652.00	11,584.31	147,067.69	7
710302 Small Tools & Allow	3,685.00		3,685.00		1,685.00		1,685.00	
710308 Animal Supplies	2,000.00	132.78	1,867.22	7	2,000.00		2,000.00	
710319 Chemical Supplies	231,950.00	231,816.20	133.80	100	281,950.00	119,668.70	162,281.30	42
710325 Signs and Markers								
710334 Copy Machine Expense	28,096.89	3,489.50	24,607.39	12	29,324.89	3,430.07	25,894.82	12
710350 Office Supplies	40,920.01	5,060.05	35,859.96	12	44,277.01	2,872.74	41,404.27	6
710355 Books and Subscriptions	7,709.00	582.07	7,126.93	8	7,684.00	2,158.81	5,525.19	28
710360 Postage	21,290.00	3,078.61	18,211.39	14	21,085.00	3,497.43	17,587.57	17
710361 Express and Courier	610.75	205.52	405.23	34	780.00	46.35	733.65	6
710391 Fuel & Lube	100.00		100.00		100.00		100.00	
710500 Other Expense	42,223.51	950.44	41,273.07	2	28,331.31	334.92	27,996.39	1
710502 Printing	26,655.00	1,246.87	25,408.13	5	17,557.00	1,049.88	16,507.12	6
710503 Licenses & Permits	8,870.00	2,022.39	6,847.61	23	8,540.00	285.00	8,255.00	3
710505 Rental Equipment	3,324.00	411.00	2,913.00	12	2,300.00	127.00	2,173.00	6



Washoe County Health District  
EXPENSES  
Period 1-2, FY13

Accounts	2013 Plan	2013 Actuals	Balance	Act%	2012 Plan	2012 Actual	Balance	Act%
710506 Dept Insurance Deductible		150.00	150.00-			150.00	150.00-	
710507 Network and Data Lines	6,240.00	963.59	5,276.41	15	5,960.00	1,610.82	4,349.18	27
710508 Telephone Land Lines	45,215.00	5,930.65	39,284.35	13	46,189.00	6,008.95	40,180.05	13
710509 Seminars and Meetings	31,770.00	6,620.50	25,149.50	21	33,040.00	7,315.00	25,725.00	22
710512 Auto Expense	17,005.00	2,214.01	14,790.99	13	23,268.00	1,841.14	21,426.86	8
710514 Regulatory Assessments	11,920.00	2,980.00	8,940.00	25				
710519 Cellular Phone	15,790.00	1,241.44	14,548.56	8	17,240.00	1,307.09	15,932.91	8
710529 Dues	11,176.00	4,157.00	7,019.00	37	6,886.00	1,510.00	5,376.00	22
710535 Credit Card Fees	11,455.00	1,983.62	9,471.38	17	10,495.00	1,924.36	8,570.64	18
710546 Advertising	44,728.86		44,728.86		42,465.52	13,921.09	28,544.43	33
710551 Cash Discounts Lost		9.07	9.07-			8.10	8.10-	
710577 Uniforms & Special Clothing	3,000.00	279.97	2,720.03	9	3,150.00		3,150.00	
710585 Undesignated Budget	15,300.00		15,300.00		923,058.00		923,058.00	
710600 LT Lease-Office Space	113,439.00	18,706.88	94,732.12	16	113,439.00	27,675.55	85,763.45	24
710703 Biologicals	224,162.98	35,526.54	188,636.44	16	242,794.79	22,008.88	220,785.91	9
710714 Referral Services					9,040.00		9,040.00	
710721 Outpatient	110,399.15	7,849.94	102,549.21	7	97,399.00	1,196.16	96,202.84	1
710872 Food Purchases	7,251.00	639.21	6,611.79	9	3,726.00	145.79	3,580.21	4
711010 Utilities	2,880.00		2,880.00		3,483.00		3,483.00	
711100 ESD Asset Management	17,040.00	2,688.00	14,352.00	16	17,160.00	3,016.00	14,144.00	18
711113 Equip Srv Replace	25,938.64	4,338.76	21,599.88	17	44,139.00	7,349.86	36,789.14	17
711114 Equip Srv O & M	42,163.13	8,997.54	33,165.59	21	57,849.02	8,978.66	48,870.36	16
711115 Equip Srv Motor Pool	16,741.00		16,741.00			95.00	95.00-	
711117 ESD Fuel Charge	51,253.35	12,038.89	39,214.46	23	48,768.76	10,949.84	37,818.92	22
711119 Prop & Liab Billings	80,283.41	13,380.56	66,902.85	17	77,036.32	12,839.38	64,196.94	17
711210 Travel	187,778.25	13,341.63	174,436.62	7	163,845.00	10,792.12	153,052.88	7
711300 Cash Over Short						3.00-	3.00	
711400 Overhead - General Fund	2,553,372.00		2,553,372.00					
711502 Build Imp nonCapital						127.00	127.00-	
711504 Equipment nonCapital	105,441.08	49,809.50	55,631.58	47	66,984.98	24,596.66	42,388.32	37
* Services and Supplies	5,338,558.85	567,610.36	4,770,948.49	11	4,235,138.02	392,894.27	3,842,243.75	9
781004 Equipment Capital	364,770.01	17,412.00	347,358.01	5	529,183.12	145,876.15	383,306.97	28
* Capital Outlay	364,770.01	17,412.00	347,358.01	5	529,183.12	145,876.15	383,306.97	28
** Expenses	20,339,436.28	2,926,115.62	17,413,320.66	14	19,881,850.64	2,906,028.95	16,975,821.69	15
621001 Transfer From: General	8,623,891.00-		8,623,891.00-		7,250,850.00-		7,250,850.00-	
* Transfers In	8,623,891.00-		8,623,891.00-		7,250,850.00-		7,250,850.00-	
** Other Financing Src/Use	8,623,891.00-		8,623,891.00-		7,250,850.00-		7,250,850.00-	
*** Total	2,997,615.77	2,164,626.01	812,989.76	73	2,122,140.47	1,827,801.79	294,338.68	86

Washoe County Health District  
 Administrative Health Services  
 Periods 1-2, FY13

Accounts	2013 Plan	2013 Actuals	Balance	Act%	2012 Plan	2012 Actual	Balance	Act%
431100 Federal Grants	1,109,658.25-	87,903.22-	1,021,755.03-	8	1,191,109.00-	86,046.31-	1,105,062.69-	7
* Intergovernmental	1,109,658.25-	87,903.22-	1,021,755.03-	8	1,191,109.00-	86,046.31-	1,105,062.69-	7
** Revenue	1,109,658.25-	87,903.22-	1,021,755.03-	8	1,191,109.00-	86,046.31-	1,105,062.69-	7
701110 Base Salaries	1,659,278.99	266,893.52	1,392,385.47	16	1,672,188.45	278,941.22	1,393,247.23	17
701120 Part Time	24,152.57	4,588.58	19,563.99	19	24,218.74	3,754.74	20,464.00	16
701130 Pooled Positions	5,000.00	2,645.99	2,354.01	53	24,125.42	4,910.73	19,214.69	20
701200 Incentive Longevity	32,255.00	57.70	32,197.30	0	31,900.00		31,900.00	
701300 Overtime	1,300.00	378.21	921.79	29	2,100.00	197.36	1,902.64	9
701412 Salary Adjustment	10,554.54		10,554.54		58,579.12		58,579.12	
701413 Vac Payoff/Sick Pay-Term		3,173.40	3,173.40					
701417 Comp Time		18.92	18.92-					
* Salaries and Wages	1,732,541.10	277,756.32	1,454,784.78	16	1,813,111.73	287,804.05	1,525,307.68	16
705110 Group Insurance	264,635.74	41,676.35	222,959.39	16	271,401.01	44,790.23	226,610.78	17
705199 Lab Cost Sav-Benef						158.80-	158.80	
705210 Retirement	401,739.43	63,417.61	338,321.82	16	402,901.49	64,505.24	338,396.25	16
705215 Retirement Calculation					355,282.00		355,282.00	
705230 Medicare April 1986	23,995.79	3,841.28	20,154.51	16	24,227.84	3,989.55	20,238.29	16
705320 Workmans Comp	11,886.40	1,981.08	9,905.32	17	12,363.45	2,060.58	10,302.87	17
705330 Unemply Comp	2,888.00	2,888.00		100	2,920.50		2,920.50	
* Employee Benefits	705,145.36	113,804.32	591,341.04	16	1,069,096.29	115,186.80	953,909.49	11
710100 Professional Services	9,500.00	6,000.00	3,500.00	63	9,500.00	52.50	9,447.50	1
710105 Medical Services	350.00	26.00	324.00	7	350.00		350.00	
710200 Service Contract	1,500.00		1,500.00		1,500.00	1.96	1,498.04	0
710205 Repairs and Maintenance	400.00	80.00	320.00	20	400.00		400.00	
710300 Operating Supplies	9,100.00	373.63	8,726.37	4	17,251.00	796.59	16,454.41	5
710334 Copy Machine Expense	4,600.00	1,195.80	3,404.20	26	5,680.00	1,161.06	4,518.94	20
710350 Office Supplies	8,800.00	820.95	7,979.05	9	11,900.00	260.69	11,639.31	2
710355 Books and Subscriptions	1,250.00	44.94	1,205.06	4	1,350.00	787.00	563.00	58
710360 Postage	1,375.00	181.64	1,193.36	13	1,175.00	137.26	1,037.74	12
710361 Express and Courier	100.00		100.00		100.00		100.00	
710500 Other Expense	1,600.00	140.00	1,460.00	9	1,600.00	50.00	1,550.00	3
710502 Printing	2,080.00	19.75	2,060.25	1	2,080.00	254.28	1,825.72	12
710503 Licenses & Permits	2,490.00	240.00	2,250.00	10	2,490.00	135.00	2,355.00	5
710507 Network and Data Lines	630.00		630.00		630.00	79.98	550.02	13
710508 Telephone Land Lines	10,340.00	1,207.67	9,132.33	12	11,340.00	1,210.75	10,129.25	11
710509 Seminars and Meetings	6,900.00	1,476.50	5,423.50	21	7,400.00	2,521.00	4,879.00	34
710512 Auto Expense	3,950.00	520.19	3,429.81	13	3,900.00	460.24	3,439.76	12
710519 Cellular Phone	1,470.00	157.66	1,312.34	11	1,470.00	252.46	1,217.54	17
710529 Dues	2,850.00	2,485.00	365.00	87	2,850.00	945.00	1,905.00	33
710546 Advertising	150.00		150.00		150.00		150.00	
710600 LT Lease-Office Space	71,788.00	11,966.88	59,821.12	17	71,788.00	17,565.55	54,222.45	24
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		48.00	48.00-		312.00	52.00	260.00	17
711114 Equip Strv O & M		133.15	133.15-		767.04	117.60	649.44	15

Washoe County Health District  
 Administrative Health Services  
 Periods 1-2, FY13

Accounts	2013 Plan	2013 Actuals	Balance	Act%	2012 Plan	2012 Actual	Balance	Act%
711115 Equip Srv Motor Pool		186.08	186.08-		557.28	50.00	50.00-	
711117 ESD Fuel Charge	14,926.40	2,487.74	12,438.66	17	15,154.15	131.04	426.24	24
711119 Prop & Liab Billings	17,000.00	1,088.64	15,911.36	6	17,000.00	2,525.68	12,628.47	17
711210 Travel						842.82	16,157.18	5
711300 Cash Over Short	1,500.00	189.05	1,310.95	13	1,650.00	3.00-	3.00	
711504 Equipment nonCapital	175,799.40	31,069.27	144,730.13	18	191,494.47	30,387.46	1,650.00	16
* Services and Supplies	2,613,485.86	422,629.91	2,190,855.95	16	3,073,702.49	433,378.31	2,640,324.18	14
** Expenses	1,503,827.61	334,726.89	1,169,100.92	22	1,882,593.49	347,332.00	1,535,261.49	18
*** Total								

Washoe County Health District  
Air Quality Management  
Period 1-2, FY13

Accounts	2013 Plan	2013 Actuals	Balance	Act%	2012 Plan	2012 Actual	Balance	Act%
422510 Air Pollution Permits	448,037.00-	73,151.25-	374,885.75-	16	370,485.00-	45,589.00-	324,896.00-	12
* Licenses and Permits	448,037.00-	73,151.25-	374,885.75-	16	370,485.00-	45,589.00-	324,896.00-	12
431100 Federal Grants	912,531.00-		912,531.00-		863,531.00-	56,270.37-	807,260.63-	7
431105 Federal Grants - Indirect	30,224.00-		30,224.00-			2,622.63-	2,622.63-	
432100 State Grants	300,000.00-	79,864.00-	220,136.00-	27	230,000.00-	79,550.00-	230,000.00-	27
432311 Pol Ctl 455B.830	1,242,755.00-	79,864.00-	1,162,891.00-	6	1,390,537.07-	138,443.00-	1,252,094.07-	10
* Intergovernmental	40,000.00-	6,254.00-	33,746.00-	16	25,000.00-	4,861.00-	20,139.00-	19
460526 Plan Review-Air Quality	100,000.00-	17,095.00-	82,905.00-	17	76,000.00-	19,243.00-	56,757.00-	25
460527 NOE-AQM	84,000.00-	14,808.00-	69,192.00-	18	66,000.00-	13,102.00-	52,898.00-	20
460528 NESHAP-AQM	41,000.00-	8,557.00-	32,443.00-	21	28,000.00-	7,434.00-	20,566.00-	27
460529 Assessments-AQM	2,600.00-	2,838.00-	238.00	109	3,115.00-	2,670.00-	445.00-	86
460530 Inspector, Registr-AQ	95,000.00-	14,376.00-	80,624.00-	15	165,000.00-	33,672.00-	131,328.00-	20
460531 Dust Plan-Air Quality	362,600.00-	63,928.00-	298,672.00-	18	363,115.00-	80,982.00-	282,133.00-	22
* Charges for Services	2,053,392.00-	216,943.25-	1,836,448.75-	11	2,124,137.07-	265,014.00-	1,859,123.07-	12
** Revenue	1,345,462.49	207,782.99	1,137,679.50	15	1,292,212.29	187,436.58	1,104,775.71	15
701110 Base Salaries	85,151.68	2,780.95	82,370.73	3	28,000.00	1,660.10	26,339.90	6
701130 Pooled Positions	250.00	51.44	198.56	21				
701140 Holiday Work	19,210.00	1,622.37	19,210.00	16	22,400.00	251.54	22,148.46	1
701200 Incentive Longevity	10,045.11		8,422.74		7,599.56	828.23	6,771.33	11
701300 Overtime								
701413 Vac Payoff/Sick Pay-Term								
701417 Comp Time								
* Salaries and Wages	1,460,119.28	212,237.75	1,247,881.53	15	1,350,211.85	234,119.40	1,116,092.45	17
705110 Group Insurance	172,127.11	23,870.70	148,256.41	14	177,040.72	25,582.46	151,458.26	14
705199 Lab Cost Sav-Benef								
705210 Retirement	324,109.95	49,302.35	274,807.60	15	305,669.98	43,332.09	262,337.89	14
705230 Medicare April 1986	19,385.69	2,989.96	16,395.73	15	18,443.93	2,954.45	15,489.48	16
705320 Workmens Comp	7,585.40	1,264.24	6,321.16	17	7,543.80	1,257.30	6,286.50	17
705330 Unemploy Comp	1,843.00	1,843.00		100	1,782.00	1,782.00		100
* Employee Benefits	525,051.15	79,270.25	445,780.90	15	510,480.43	72,992.50	437,487.93	14
710100 Professional Services	245,103.78	906.00	244,197.78	0	298,767.94	283.00	298,484.94	0
710105 Medical Services	1,416.00		1,416.00		1,316.00	323.50	992.50	25
710200 Service Contract	500.00		500.00		500.00		500.00	
710205 Repairs and Maintenance	10,741.91	2,026.03	8,715.88	19	11,730.00	298.06	11,431.94	3
710210 Software Maintenance	4,200.00		4,200.00					
710300 Operating Supplies	11,079.55	1,532.18	9,547.37	14	8,600.00	605.55	7,994.45	7
710334 Copy Machine Expense	4,400.00	480.88	3,919.12	11	4,400.00	480.99	3,919.01	11
710350 Office Supplies	4,000.00	860.43	3,139.57	22	4,000.00	589.01	3,410.99	15
710355 Books and Subscriptions	224.00	289.23	65.23-	129	224.00	224.37	0.37-	100
710360 Postage	2,900.00	571.66	2,328.34	20	2,900.00	570.95	2,329.05	20
710361 Express and Courier	80.75	191.50	110.75-	237	175.00	29.34	145.66	17
710500 Other Expense	100.00		100.00		100.00	135.92	35.92-	136
710502 Printing	800.00	359.07	440.93	45	800.00	28.60	771.40	4
710503 Licenses & Permits	135.00	232.39	97.39-	172	135.00		135.00	
710505 Rental Equipment	1,800.00		1,800.00		1,800.00		1,800.00	

Washoe County Health District  
 Air Quality Management  
 Period 1-2, FY13

Accounts	2013 Plan	2013 Actuals	Balance	Act%	2012 Plan	2012 Actual	Balance	Act%
710507 Network and Data Lines		835.00	835.00			560.00	560.00	
710508 Telephone Land Lines	6,500.00	695.03	5,804.97	11	6,500.00	678.49	5,821.51	10
710509 Seminars and Meetings	3,005.00	770.00	2,235.00	26	5,000.00		5,000.00	6
710512 Auto Expense	1,000.00	3.89	996.11	0	1,000.00	59.96	940.04	8
710519 Cellular Phone	4,700.00	328.89	4,371.11	7	4,700.00	372.33	4,327.67	
710529 Dues	4,435.00	740.00	3,695.00	17	435.00		435.00	
710535 Credit Card Fees	1,600.00	373.20	1,226.80	23	1,500.00	398.06	1,101.94	27
710546 Advertising	1,000.00		1,000.00		1,000.00	306.36	693.64	31
710577 Uniforms & Special Clothing	1,100.00	279.97	820.03	25	1,100.00		1,100.00	
711100 ESD Asset Management	2,592.00	432.00	2,160.00	17	2,808.00	468.00	2,340.00	17
711113 Equip Srv Replace	8,499.58	1,586.78	6,912.80	19	13,719.96	2,285.38	11,434.58	17
711114 Equip Srv O & M	10,384.74	1,941.25	8,443.49	19	12,963.22	1,594.96	11,368.26	12
711117 ESD Fuel Charge	10,687.05	2,149.39	8,537.66	20	10,520.54	2,194.84	8,325.70	21
711119 Prop & Liab Billings	9,525.40	1,587.56	7,937.84	17	9,246.60	1,541.10	7,705.50	17
711210 Travel	26,088.25	7,372.83	18,715.42	28	31,000.00		31,000.00	
711504 Equipment nonCapital	33,117.08	3,549.56	29,567.52	11	24,000.00		24,000.00	
* Services and Supplies	411,715.09	30,094.72	381,620.37	7	460,941.26	14,028.77	446,912.49	3
781004 Equipment Capital	322,770.01	17,412.00	305,358.01	5	330,432.00		330,432.00	
* Capital Outlay	322,770.01	17,412.00	305,358.01	5	330,432.00		330,432.00	
** Expenses	2,719,655.53	339,014.72	2,380,640.81	12	2,652,065.54	321,140.67	2,330,924.87	12
*** Total	666,263.53	122,071.47	544,192.06	18	527,928.47	56,126.67	471,801.80	11

Washoe County Health District  
Community and Clinical Health Services  
Periods 1-2, FY13

Accounts	2013 Plan	2013 Actuals	Balance	Act%	2012 Plan	2012 Actual	Balance	Act%
431100 Federal Grants	2,073,875.53-	2,073,875.53-	2,073,875.53-		2,361,625.00-	97,474.11-	2,264,150.89-	4
431105 Federal Grants - Indirect	15,300.00-	15,300.00-	15,300.00-			703.49-	703.49	
432100 State Grants	24,857.00-	24,857.00-	24,857.00-		153,327.00-	3,269.41-	150,057.59-	2
* Intergovernmental	2,114,032.53-	2,114,032.53-	2,114,032.53-		2,514,952.00-	101,447.01-	2,413,504.99-	4
460500 Other Immunizations	89,000.00-	15,804.00-	73,196.00-	18	89,000.00-	16,089.00-	72,911.00-	18
460501 Medicaid Clinical Services	36,200.00-	44.46	36,244.46-	0-	40,300.00-	8,359.24-	31,940.76-	21
460503 Childhood Immunizations	30,000.00-	4,610.00-	25,390.00-	15	59,000.00-	8,493.54-	50,506.46-	14
460508 Tuberculosis	4,100.00-	994.57-	3,105.43-	24	6,250.00-	767.39-	5,482.61-	12
460515 Medicare Reimbursement	2,250.00-		2,250.00-		300.00-		300.00-	
460516 Pgm Inc-3rd Prty Rec	7,000.00-	49.00-	6,951.00-	1	4,750.00-	7,951.91-	3,201.91	167
460517 Influenza Immunization	23,000.00-	3,453.60-	19,546.40-	15	28,000.00-	4,153.89-	23,846.11-	15
460518 STD Fees	44,000.00-	5,314.78-	38,685.22-	12	44,000.00-	5,436.25-	38,563.75-	12
460524 Family Planning	4,500.00-	63.00-	4,437.00-	1	11,000.00-	1,018.00-	9,982.00-	9
460570 Education Revenue	240,050.00-	30,244.49-	209,805.51-	13	289,600.00-	52,328.22-	237,271.78-	18
* Charges for Services	41,934.00-	7,580.16-	34,353.84-	18	41,450.00-	8,897.56-	32,552.44-	21
484050 Donations Federal Pgm Income					5,000.00-		5,000.00-	
484195 Non-Gov'tl Grants								
485300 Other Misc Govt Rev		27.89-	27.89					
* Miscellaneous	41,934.00-	7,608.05-	34,325.95-	18	46,450.00-	8,897.56-	37,552.44-	19
** Revenue	2,396,016.53-	37,852.54-	2,358,163.99-	2	2,851,002.00-	162,672.79-	2,688,329.21-	6
701110 Base Salaries	2,251,688.94	354,020.94	1,897,668.00	16	2,290,226.58	355,697.54	1,934,529.04	16
701120 Part Time	500,690.32	83,604.92	417,085.40	17	518,071.35	88,379.72	429,691.63	17
701130 Pooled Positions	137,811.41	37,670.77	100,140.64	27	240,007.08	24,901.97	215,105.11	10
701200 Incentive Longevity	48,650.00	148.06	48,501.94	0	44,097.00	46.16	44,050.84	0
701300 Overtime	1,280.00	260.50	1,019.50	20	8,606.69	21.75-	8,628.44	0-
701412 Salary Adjustment					5,998.39		5,998.39	
701413 Vac Payoff/Sick Pay Term		6,513.33	6,513.33-			4,986.32	4,986.32-	
701417 Comp Time		7,024.55	7,024.55-			1,055.41	1,055.41-	
* Salaries and Wages	2,940,120.67	489,243.07	2,450,877.60	17	3,107,007.09	475,045.37	2,631,961.72	15
705110 Group Insurance	431,817.28	69,803.65	362,013.63	16	433,145.91	62,392.63	370,753.28	14
705199 Lab Cost Sav-Benef						158.80-	158.80	
705210 Retirement	665,245.56	103,779.42	561,466.14	16	670,286.51	103,125.10	567,161.41	15
705230 Medicare April 1986	36,723.75	6,412.71	30,311.04	17	37,606.78	6,014.76	31,592.02	16
705320 Workmens Comp	18,435.65	3,072.60	15,363.05	17	17,766.03	5,337.80	12,428.23	30
705330 Unemply Comp	4,479.25	4,479.25	4,479.25	100	4,196.70		4,196.70	
* Employee Benefits	1,156,701.49	187,547.63	969,153.86	16	1,163,001.93	176,711.49	986,290.44	15
710100 Professional Services	75,150.71	3,417.60	71,733.11	5	160,510.33	7,177.33	153,333.00	4
710105 Medical Services	850.00		850.00		600.00	14.00	586.00	2
710108 MD Consultants	46,900.00	5,412.50	41,487.50	12	48,900.00	5,187.50	43,712.50	11
710110 Contracted/Temp Services	1,000.00		1,000.00		2,555.00	1,262.38	1,292.62	49
710119 Subrecipient Payments		2,356.01	3,691.99	39	186,242.00	6,780.57	179,461.43	4
710200 Service Contract	6,048.00		6,048.00		4,938.00	2,321.90	2,616.10	47
710205 Repairs and Maintenance	3,800.00		3,800.00		5,710.00	417.89	5,292.11	7
710300 Operating Supplies	77,594.00	3,001.81	74,592.19	4	76,784.00	4,589.48	72,194.52	6
710334 Copy Machine Expense	13,847.00	1,519.43	12,327.57	11	13,775.00	1,605.77	12,169.23	12

Washoe County Health District  
Community and Clinical Health Services  
Periods 1-2, FY13

Accounts	2013 Plan	2013 Actuals	Balance	Act%	2012 Plan	2012 Actual	Balance	Act%
710350 Office Supplies	13,520.01	1,489.84	12,030.17	11	11,877.01	417.24	11,459.77	4
710355 Books and Subscriptions	2,060.00		2,060.00		1,200.00	505.00	695.00	42
710360 Postage	4,440.00	508.95	3,931.05	11	4,740.00	1,169.43	3,570.57	25
710361 Express and Courier	245.00	14.02	230.98	6	320.00	11.34	308.66	4
710500 Other Expense	30,602.51	652.64	29,949.87	2	18,990.31	124.00	18,866.31	1
710502 Printing	9,685.00	575.03	9,109.97	6	6,277.00	142.30	6,134.70	2
710503 Licenses & Permits	3,555.00	1,550.00	2,005.00	44	3,325.00	150.00	3,175.00	5
710506 Dept Insurance Deductible		150.00	150.00					
710507 Network and Data Lines	2,560.00	83.02	2,476.98	3	2,280.00	490.96	1,789.04	22
710508 Telephone Land Lines	13,975.00	1,921.67	12,053.33	14	13,394.00	1,967.41	11,426.59	15
710509 Seminars and Meetings	4,750.00	1,585.00	3,165.00	33	6,600.00	1,300.00	5,300.00	20
710512 Auto Expense	10,955.00	1,437.58	9,517.42	13	13,043.00	1,159.34	11,883.66	9
710519 Cellular Phone	540.00	18.28	521.72	3	540.00	41.64	498.36	8
710529 Dues	1,350.00	550.00	800.00	41	1,350.00	50.00	1,300.00	4
710535 Credit Card Fees	3,245.00	383.87	2,861.13	12	3,730.00	447.36	3,282.64	12
710546 Advertising	34,903.86		34,903.86		37,390.52	13,009.99	24,380.53	35
710577 Uniforms & Special Clothing	200.00		200.00		350.00		350.00	
710585 Undesignated Budget	15,300.00	35,526.54	185,215.65	16	239,040.00	21,966.88	217,073.12	9
710703 Biologicals	220,742.19		185,215.65		9,040.00		9,040.00	
710714 Referral Services	108,264.15	7,269.46	100,994.69	7	95,264.00	1,179.68	94,084.32	1
710721 Outpatient	6,551.00	639.21	5,911.79	10	3,026.00	114.90	2,911.10	4
710872 Food Purchases	1,700.00		1,700.00		2,303.00		2,303.00	
711010 Utilities	288.00		288.00					
711100 ESD Asset Management	550.44		550.44					
711114 Equip Srv O & M						45.00	45.00	
711115 Equip Srv Motor Pool	711.35		711.35					
711117 ESD Fuel Charge	23,150.65	3,858.42	19,292.23	17	21,776.21	3,629.36	18,146.85	17
711119 Prop & Liab Billings	29,290.00	758.01	28,531.99	3	27,781.00	5,248.68	22,532.32	19
711210 Travel	6,530.00	189.00	6,341.00	3	13,093.00		13,093.00	
711504 Equipment nonCapital	774,853.87	74,867.89	699,985.98	10	1,036,744.38	82,527.33	954,217.05	8
* Services and Supplies	17,000.00		17,000.00		20,174.00		20,174.00	
781004 Equipment Capital	17,000.00		17,000.00		20,174.00		20,174.00	
** Capital Outlay	4,888,676.03	751,658.59	4,137,017.44	15	5,326,927.40	734,284.19	4,592,643.21	14
** Expenses	2,492,659.50	713,806.05	1,778,853.45	29	2,475,925.40	571,611.40	1,904,314.00	23
*** Total								

Washoe County Health District  
 Environmental Health Services  
 Periods 1-2, FY13

Accounts	2013 Plan	2013 Actuals	Balance	Act%	2012 Plan	2012 Actual	Balance	Act%
422503 Environmental Permits	51,500.00-	8,418.00-	43,082.00-	16	46,900.00-	7,318.00-	39,582.00-	16
422504 Pool Permits	68,000.00-	3,576.00-	64,424.00-	5	63,000.00-	3,584.00-	59,416.00-	6
422505 RV Permits	10,500.00-	1,442.00-	9,058.00-	14	9,700.00-	1,200.00-	8,500.00-	12
422507 Food Service Permits	369,000.00-	61,595.00-	307,405.00-	17	342,000.00-	51,454.00-	290,546.00-	15
422508 Wat Well Const Perm	20,000.00-	7,596.00-	12,404.00-	38	27,000.00-	1,360.00-	25,640.00-	5
422509 Water Company Permits	2,500.00-	261.00-	2,239.00-	10	3,500.00-	234.00-	3,266.00-	7
422511 ISDS Permits	49,000.00-	7,810.00-	41,190.00-	16	47,000.00-	10,623.00-	36,377.00-	23
422513 Special Event Permits	79,000.00-	22,526.00-	56,474.00-	29	74,000.00-	25,345.00-	48,655.00-	34
422514 Initial Applic Fee	27,000.00-	4,678.00-	22,322.00-	17	25,000.00-	3,758.00-	21,242.00-	15
* Licenses and Permits	676,500.00-	117,902.00-	558,598.00-	17	638,100.00-	104,876.00-	533,224.00-	16
431100 Federal Grants	277,000.00-		277,000.00-		277,000.00-	17,726.69-	259,273.31-	6
432100 State Grants	75,000.00-		75,000.00-		75,000.00-		75,000.00-	
432310 Tire Fee NRS 444A.090	418,766.00-	66,093.55-	352,672.45-	16	452,000.00-	153,722.94-	298,277.06-	34
* Intergovernmental	770,766.00-	66,093.55-	704,672.45-	9	804,000.00-	171,449.63-	632,550.37-	21
460510 IT Overlay	113,400.00-	20,990.00-	92,410.00-	19	96,800.00-	15,706.00-	81,094.00-	16
460512 Duplication Service Fees		3.00-	3.00			6.70-	6.70	
460513 Other Health Service Charges	2,700.00-	1,374.00-	1,326.00-	51	2,700.00-	11.00	2,711.00-	0-
460514 Food Service Certification	13,900.00-	2,551.00-	11,349.00-	18	9,000.00-	2,546.00-	6,454.00-	28
460520 Eng Serv Health	44,000.00-	2,579.00-	41,421.00-	6	42,000.00-	3,712.00-	38,288.00-	9
460521 Plan Review - Pools & Spas	2,500.00-	530.00-	1,970.00-	21	2,500.00-	1,131.00-	1,369.00-	45
460523 Plan Review - Food Services	17,000.00-	3,519.00-	13,481.00-	21	17,000.00-	1,354.00-	15,646.00-	8
460525 Plan Review - Vector	30,000.00-	5,192.00-	24,808.00-	17	24,000.00-	3,251.00-	20,749.00-	14
460532 Plan Rvw Hotel/Motel		322.00-	322.00					
460534 Child Care Inspection	8,500.00-	1,914.00-	6,586.00-	23	8,000.00-	1,449.00-	6,551.00-	18
460535 Pub Accomod Inspectn	17,300.00-	2,949.00-	14,351.00-	17	16,000.00-	2,838.00-	13,162.00-	18
460570 Education Revenue	1,200.00-	86.00-	1,114.00-	7	2,400.00-	472.00-	1,928.00-	20
* Charges for Services	250,500.00-	42,009.00-	208,491.00-	17	220,400.00-	32,454.70-	187,945.30-	15
** Revenue	1,697,766.00-	226,004.55-	1,471,761.45-	13	1,662,500.00-	308,780.33-	1,353,719.67-	19
701110 Base Salaries	3,018,372.82	473,960.55	2,544,412.27	16	2,981,274.44	481,382.61	2,499,891.83	16
701130 Pooled Positions	174,772.77	28,594.17	146,178.60	16	103,247.00	31,813.39	71,433.61	31
701140 Holiday Work	1,200.00		1,200.00		1,200.00	159.66	1,040.34	13
701200 Incentive Longevity	50,800.00	288.46	50,511.54	1	53,100.00	288.46	52,811.54	1
701300 Overtime	36,600.00	6,061.09	30,538.91	17	34,000.00	9,785.32	24,214.68	29
701406 Standby Pay								
701408 Call Back	1,000.00	99.98	900.02	10	3,000.00	268.72	2,731.28	9
701413 Vac Payoff/Sick Pay-Term		16,198.28	16,198.28-					
701417 Comp Time		9,525.60	9,525.60-					
701500 Merit Awards								
* Salaries and Wages	3,282,745.59	534,728.13	2,748,017.46	16	3,093,002.82	560,672.78	2,522,330.04	18
705110 Group Insurance	434,110.13	67,923.20	366,186.93	16	454,634.94	72,680.03	381,954.91	16
705199 Lab Cost-Sav-Benef								
705210 Retirement	728,879.94	112,412.53	616,467.41	15	709,981.00	112,354.90	597,626.10	16
705230 Medicare-April 1986	41,040.99	6,894.55	34,146.44	17	40,395.20	6,958.36	33,436.84	17
705320 Workmens Comp	18,838.38	3,139.74	15,698.64	17	18,966.18	3,161.04	15,805.14	17
705330 Unempoly Comp	4,577.10	4,577.10		100	4,480.20		4,480.20	



Washoe County Health District  
 Environmental Health Services  
 Periods 1-2, FY13

Accounts	2013 Plan	2013 Actuals	Balance	Act%	2012 Plan	2012 Actual	Balance	Act%
* Employee Benefits	1,227,446.54	194,947.12	1,032,499.42	16	1,228,457.52	194,995.53	1,033,461.99	16
710100 Professional Services	325,401.67	1,880.00	323,521.67	1	490,885.57	2,350.00	488,535.57	0
710105 Medical Services	6,548.00	110.00	6,438.00	2	6,548.00	410.00	6,138.00	6
710110 Contracted/Temp Services	65,000.00	1,569.81	63,430.19	2	55,225.00	2,780.36	52,444.64	5
710200 Service Contract	95,300.00	21,158.93	74,141.07	22	60,300.00	15,552.31	44,747.69	26
710205 Repairs and Maintenance	4,600.00		4,600.00		1,100.00	11.74	1,088.26	1
710300 Operating Supplies	20,100.00	2,533.41	17,566.59	13	20,100.00	917.46	19,182.54	5
710302 Small Tools & Allow	3,685.00		3,685.00		1,685.00		1,685.00	
710308 Animal Supplies	2,000.00	132.78	1,867.22	7	2,000.00		2,000.00	
710319 Chemical Supplies	231,950.00	231,816.20	133.80	100	281,950.00	119,668.70	162,281.30	42
710334 Copy/Machine Expense	2,250.00	33.03	2,216.97	1	2,250.00	51.92	2,198.08	2
710350 Office Supplies	9,100.00	148.23	8,951.77	2	9,500.00	1,128.85	8,371.15	12
710355 Books and Subscriptions	2,400.00	119.00	2,281.00	5	2,400.00	195.95	2,204.05	8
710360 Postage	9,775.00	1,348.84	8,426.16	14	9,300.00	1,185.77	8,114.23	13
710361 Express and Courier	175.00		175.00		175.00	5.67	169.33	3
710391 Fuel & Lube	100.00		100.00		100.00		100.00	
710500 Other Expense	8,300.00	157.80	8,142.20	2	5,800.00	25.00	5,775.00	0
710502 Printing	11,525.00	175.20	11,349.80	2	4,025.00	371.59	3,653.41	9
710503 Licenses & Permits	2,690.00		2,690.00		2,590.00		2,590.00	
710506 Dept Insurance Deductible								
710507 Network and Data Lines	2,500.00		2,500.00		2,500.00	150.00	150.00	
710508 Telephone Land Lines	9,710.00	1,423.72	8,286.28	15	9,375.00	399.90	2,100.10	16
710509 Seminars and Meetings	13,415.00	2,564.00	10,851.00	19	9,240.00	3,494.00	5,746.00	38
710512 Auto Expense	100.00		100.00		4,450.00	13.47	4,436.53	0
710514 Regulatory Assessments	11,920.00	2,980.00	8,940.00	25	7,450.00	523.52	6,926.48	7
710519 Cellular Phone	6,600.00	496.40	6,103.60	8	1,661.00	185.00	1,476.00	11
710529 Dues	1,661.00	382.00	1,279.00	23	3,965.00	716.41	3,248.59	18
710535 Credit Card Fees	4,610.00	879.57	3,730.43	19	1,050.00	345.24	704.76	33
710546 Advertising	6,050.00		6,050.00		1,700.00		1,700.00	
710577 Uniforms & Special Clothing	1,700.00		1,700.00		78,700.00		78,700.00	
710585 Undesignated Budget								
710600 LT Lease-Office Space	41,651.00	6,740.00	34,911.00	16	41,651.00	10,110.00	31,541.00	24
711100 ESD Asset Management	11,856.00	1,824.00	10,032.00	15	11,232.00	2,080.00	9,152.00	19
711113 Equip Srv Replace	17,061.11	2,686.98	14,372.13	16	29,926.32	4,982.36	24,943.96	17
711114 Equip Srv O & M	30,573.49	6,204.58	24,368.91	20	40,610.32	7,110.30	33,500.02	18
711115 Equip Srv Motor Pool	16,741.00		16,741.00					
711117 ESD Fuel Charge	39,776.37	9,703.42	30,072.95	24	37,533.78	8,623.96	28,909.82	23
711119 Prop & Liab Billings	23,656.38	3,942.74	19,713.64	17	23,247.26	3,874.56	19,372.70	17
711210 Travel	81,150.00	3,075.44	78,074.56	4	44,650.00	4,647.85	40,002.15	10
711504 Equipment non-Capital	62,544.00		62,544.00		9,000.00	72.50	8,927.50	1
* Services and Supplies	1,184,175.02	304,088.08	880,086.94	26	1,313,875.25	193,446.06	1,120,429.19	15
** Capital Outlay	25,000.00		25,000.00					
** Expenses	5,719,367.15	1,033,763.33	4,685,603.82	18	5,625,335.59	949,114.37	4,676,221.22	17
*** Total	4,021,301.15	807,756.78	3,213,544.37	20	3,962,895.59	640,384.04	3,322,501.55	16

Washoe County Health District  
Epidemiology Public Health Preparedness  
Periods 1-2, FY13

Accounts	2013 Plan	2013 Actuals	Balance	Act%	2012 Plan	2012 Actual	Balance	Act%
431100 Federal Grants	1,037,021.73-	84,559.53-	952,462.20-	8	1,555,754.10-	182,115.20-	1,373,638.90-	12
431105 Federal Grants - Indirect	24,075.00-	2,033.52-	22,041.48-	8	38,708.00-	2,047.53-	36,660.47-	5
* Intergovernmental	1,061,096.73-	86,593.05-	974,503.68-	8	1,594,462.10-	184,162.73-	1,410,299.37-	12
460511 Birth and Death Certificates	400,000.00-	86,193.00-	313,807.00-	22	280,000.00-	71,551.00-	208,449.00-	26
* Charges for Services	400,000.00-	86,193.00-	313,807.00-	22	280,000.00-	71,551.00-	208,449.00-	26
** Revenue	1,461,096.73-	172,786.05-	1,288,310.68-	12	1,874,462.10-	255,713.73-	1,618,748.37-	14
701110 Base Salaries	1,152,117.13	174,816.74	977,300.39	15	1,242,651.97	177,356.94	1,065,295.03	14
701120 Part Time		123.54	123.54-			198.68	198.68-	
701130 Pooled Positions	500.00	6,182.96	5,682.96-	1,237	30,500.00	101.56	30,398.44	0
701200 Incentive Longevity	11,485.00		11,485.00		10,883.00		10,883.00	
701300 Overtime	1,600.00	115.91	1,484.09	7	5,100.00	987.21	4,112.79	19
701412 Salary Adjustment					37,241.27		37,241.27	
* Salaries and Wages	1,165,702.13	181,239.15	984,462.98	16	1,326,376.24	178,644.39	1,147,731.85	13
705110 Group Insurance	138,696.84	23,413.65	115,283.19	17	153,167.58	25,602.73	127,564.85	17
705199 Lab Cost Sav-Benef						158.80-	158.80-	
705210 Retirement	276,355.17	41,501.83	234,853.34	15	277,331.14	41,077.79	236,253.35	15
705215 Retirement Calculation						997.20	997.20-	
705230 Medicare April 1986	16,549.42	2,460.16	14,089.26	15	16,614.58	2,492.40	14,122.18	15
705320 Workmens Comp	7,186.58	1,197.78	5,988.80	17	6,449.30	1,074.90	5,374.40	17
705330 Unempoly Comp	1,746.10	1,746.10		100	1,513.00		1,513.00	
705360 Benefit Adjustment					11,708.00		11,708.00	
* Employee Benefits	440,534.11	70,319.52	370,214.59	16	466,783.60	71,086.22	395,697.38	15
710100 Professional Services	104,361.22	65,203.44	39,157.78	62	166,997.58	28,972.11	138,025.47	17
710105 Medical Services	100.00		100.00		100.00		100.00	
710108 MD Consultants						2,000.00	2,000.00	
710110 Contracted/T emp Services	15,000.00	1,615.36	13,384.64	11	31,585.00		31,585.00	
710200 Service Contract	1,895.00	2,564.92	669.92-	135	2,195.00	4,941.00	2,746.00-	225
710205 Repairs and Maintenance	1,000.00		1,000.00		1,000.00		1,000.00	
710210 Software Maintenance	12,000.00	3,000.00	9,000.00	25	12,000.00		12,000.00	
710300 Operating Supplies	12,842.00		12,842.00		35,917.00		35,917.00	
710325 Signs and Markers						4,675.23	4,675.23	
710334 Copy Machine Expense	2,999.89	260.36	2,739.53	9	3,219.89	1,336.50	3,241.77	13
710350 Office Supplies	5,500.00	1,740.60	3,759.40	32	7,000.00	130.33	1,336.50-	4
710355 Books and Subscriptions	1,775.00	128.90	1,646.10	7	2,510.00	476.95	6,523.05	7
710360 Postage	2,800.00	467.52	2,332.48	17	2,970.00	446.49	2,063.51	18
710361 Express and Courier	10.00		10.00		10.00		10.00	
710500 Other Expense	1,621.00		1,621.00		1,841.00		1,841.00	
710502 Printing	2,565.00	117.82	2,447.18	5	4,375.00	253.11	4,121.89	6
710505 Rental Equipment	1,524.00	411.00	1,113.00	27	500.00	127.00	373.00	25
710507 Network and Data Lines	550.00	45.57	504.43	8	550.00	79.98	470.02	15
710508 Telephone Land Lines	4,690.00	682.56	4,007.44	15	5,580.00	690.63	4,889.37	12
710509 Seminars and Meetings	3,700.00	225.00	3,475.00	6	4,800.00		4,800.00	
710512 Auto Expense	1,000.00	252.35	747.65	25	875.00	148.13	726.87	17
710519 Cellular Phone	2,480.00	240.21	2,239.79	10	3,080.00	117.14	2,962.86	4
710529 Dues	880.00		880.00		590.00	330.00	260.00	56

Washoe County Health District  
 Epidemiology Public Health Preparedness  
 Periods 1-2, FY13

Accounts	2013 Plan	2013 Actuals	Balance	Act%	2012 Plan	2012 Actual	Balance	Act%
710535 Credit Card Fees	2,000.00	346.98	1,653.02	17	1,300.00	362.53	937.47	28
710546 Advertising	2,625.00		2,625.00		2,875.00	259.50	2,615.50	9
710585 Undesignated Budget					38,708.00		38,708.00	
710703 Biologicals	3,420.79		3,420.79		3,754.79	42.00	3,712.79	1
710721 Outpatient	2,135.00	580.48	1,554.52	27	2,135.00	16.48	2,118.52	1
710872 Food Purchases	550.00		550.00		550.00	30.89	519.11	6
711010 Utilities	180.00		180.00		180.00		180.00	
711100 ESD Asset Management	2,304.00	384.00	1,920.00	17	2,808.00	416.00	2,392.00	15
711113 Equip Srv Replace	377.95	63.00	314.95	17	492.72	82.12	410.60	17
711114 Equip Srv O & M	654.46	718.56	64.10	110	3,508.44	155.80	3,352.64	4
711117 ESD Fuel Charge	78.58		78.58		157.16		157.16	
711119 Prop & Liab Billings	9,024.58	1,504.10	7,520.48	17	7,612.10	1,268.68	6,343.42	17
711210 Travel	34,250.00	1,046.71	33,203.29	3	43,414.00	52.77	43,361.23	0
711502 Build Imp nonCapital						127.00	127.00	
711504 Equipment nonCapital	1,750.00	45,881.89	44,131.89	2,622	19,241.98	24,524.16	5,282.18	127
* Services and Supplies	238,643.47	127,481.33	111,162.14	53	426,432.66	72,496.55	353,936.11	17
781004 Equipment Capital					178,577.12	145,876.15	32,700.97	82
* Capital Outlay	1,844,879.71	379,040.00	1,465,839.71	21	178,577.12	145,876.15	32,700.97	82
** Expenses	383,782.98	206,253.95	177,529.03	54	2,398,169.62	468,103.31	1,930,066.31	20
*** Total					523,707.52	212,389.58	311,317.94	41



# Washoe County Health District



## STAFF REPORT BOARD MEETING DATE: 9/27/2012

**DATE:** September 21, 21012

**TO:** District Board of Health Members

**FROM:** Joseph P. Iser, MD, DrPH, MSc  
Washoe County District Health Officer

**SUBJECT: Retroactive Approval of the Submission of the Northern Nevada Shared Services Learning Community proposal to the RWJF Shared Services Learning Community Call for Proposals**

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### SUMMARY

Pursuant to the authority granted the District Health Officer at the May 24, 2012 District Board of Health Meeting, the Washoe County Health District (WCHD) submitted a proposal to the RWJF Shared Services Learning Community Call for Proposals. The grant opportunity will provide two year grants of up to \$125,000 to up to 18 teams of public health officials, policy makers, and stakeholders that are exploring, implementing, and/or improving CJS arrangements between two or more public health agencies. The proposal was due and submitted on August 29, 2012.

The WCHD's *Northern Nevada Shared Services Learning Community* proposal is designed to encompass the eight-county region of northern Nevada, including Washoe and seven rural/frontier counties (Churchill, Elko, Eureka, Humboldt, Lander, Pershing, and White Pine). Washoe is the only county in the project with a local health department – Washoe County Health District.

There are no formal cross-jurisdictional sharing (CJS) arrangements in place between the WCHD and any of the seven rural counties, nor are there any CJS arrangements among the rural jurisdictions. Current public health services are provided to the rural counties by the Nevada State Health Division, which is part of this CJS proposal. This proposal thus represents a groundbreaking opportunity for the WCHD and seven rural counties to explore and assess CJS arrangements and the regionalization of public health activities during a period of serious cuts to public health funding and emerging threats to public health in our state.

There is powerful rationale for the WCHD and rural and frontier counties described in this proposal to explore the consolidation, combination, or regionalization of core public health services. Nevada ranks 51st nationally in state funding for public health: \$3.45 per capita in Nevada versus the national median of \$30.09. State funding for public health has declined substantially since the onset of the

recession in 2007 and associated state budget crisis, coupled with the highest unemployment rate in the nation (12%); therefore, the environment in northern Nevada is ripe for this exploratory process.

The stakeholders are aligned, committed, and ready to capture all the benefits made available through this grant opportunity. Without the funding offered by this opportunity, the stakeholders will not have the resources necessary to begin this exploration any time in the near future. Notification of awards will occur in November, 2012.

### **FISCAL IMPACT**

There is no fiscal impact for funding the WCHD's Northern Nevada Shared Services Learning Community proposal. If the proposal is funded, then a budget amendment will be brought to the District Board of Health for approval.

### **POSSIBLE MOTION**

Move to retroactively approve the WCHD's Northern Nevada Shared Services Learning Community proposal for funding of the RWJF Shared Services Learning Community grant opportunity.

*Joseph P. Iser MD, DrPH, MSc*

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Joseph P. Iser, MD, DrPH, MSc  
District Health Officer



# Washoe County Health District



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

## Staff Report Board Meeting Date: 9/27/12

**DATE:** September 27, 2012

**TO:** District Board of Health Members

**FROM:** Steve Kutz, RN, MPH, Acting Division Director  
Community and Clinical Health Services  
(775) 328-3759, [skutz@washoecounty.us](mailto:skutz@washoecounty.us)

**SUBJECT:** Community and Clinical Health (CCHS) Division Report  
September 2012 District Board of Health Meeting

### Request for more information regarding the Contraceptive Implant, Nexplanon

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At the August 23, 2012 District Board of Health Meeting a number of questions were raised regarding the Contraceptive Implant, Nexplanon, which was a topic in the CCHS Division report. The DBOH questions fell into the following categories: complications, liability, cost, and age of consent. Each area of concern is addressed below.

#### Complications:

Complications are always a possibility and are addressed in the following manner:

- Health history and physical exam: All clients presenting for birth control are required to complete a comprehensive health history, which is reviewed by the Advanced Practitioner of Nursing (APN). A physical exam is also required. Clients with contraindications to a method will not be provided that method of birth control.
- Informed consent: Each client must sign an informed consent regarding the risks, benefits, side effects, and contraindications for the method of birth control provided, which is reviewed with the client prior to receiving their method.
- Method counseling visit: Clients that receive an IUD or Nexplanon must have an additional counseling visit prior to the insertion visit. This allows for careful review of potential side effects, such as irregular bleeding, and assists the client and clinician to ensure that the method selected is the best option for that client.
- Experience and Certification: The Family Planning Program APNs have extensive experience with both placing and removing Norplant (an earlier version of Nexplanon). Records regarding the number of insertions that took place are no longer available; however, records from 2003 to present indicate staff has removed 24 implants. Nexplanon insertion and removal is far less complex than the Norplant insertion process. Nexplanon is a single rod implant with an insertion device designed to ensure the implant is placed at the proper depth. Norplant was a six rod implant with a more complex insertion device. The APNs that will be inserting and

removing Nexplanon received training and certification for this method. The Family Planning Nurse Practitioners have a combined total of almost 75 years of clinical experience. An evidence based physician signed protocol for managing this method and potential complications is in place.

### **Contraceptive Implant History:**

Nexplanon is the third generation of contraceptive implants. It was noted in the August 23, 2012 Board of Health meeting minutes that there was legal action related to the first contraceptive implant, Norplant. This is true; however, Norplant shipments in the United States were discontinued in August of 2000. The manufacturer, Wyeth, did not discontinue the product due to legal action, but because quality assurance testing indicated shelf life stability issues. The legal action against Wyeth was related to complaints that women were not adequately warned about possible side effects such as irregular menstrual bleeding. Wyeth did not lose any of the cases that went to court, but they eventually settled claims through out-of-court cash settlements. Wyeth advised this was a business decision aimed at avoiding further loss of time and resources on legal action. No legal action was taken against the Washoe County Health District.

The second generation contraceptive implant, Implanon, is a single rod the size of a toothpick that contains 68-mg etonogestrel, and was approved by the Food and Drug Administration (FDA) in 2005 by Organon. Merck & Co., Inc. received FDA approval for Nexplanon, which also contains 68-mg etonogestrel, in 2011. Nexplanon is also radio opaque and comes fully loaded in an insertion device that allows for proper insertion depth.

### **Liability:**

Risk Management: Washoe County, on behalf of its officials, departments, and employees through its Risk Management Division, has established a Self-insurance Program for its property and general liability exposures. This Program follows substantially the same format as that of commercial insurance coverage for property losses and third party liability claims. All liability actions against the County are handled in accordance with Nevada Revised Statutes, Chapter 41.

### **Age of Consent:**

The Family Planning Program has been in existence for over 40 years and currently is and has been in compliance with Federal Law/Title X requirements. The following paragraph from the Title X Guidelines provides guidance under which the clinic must operate with regards to serving minors:

Adolescents must be assured that the counseling sessions are confidential and, if follow-up is necessary, every attempt will be made to assure the privacy of the individual. However, counselors should encourage family participation in the decision of minors to seek family planning services and provide counseling to minors on resisting attempts to coerce minors into engaging in sexual activities. Title X projects may not require written consent of parents or guardians for the provision of services to minors. Nor can the project notify parents or a guardian before or after a minor has requested and received Title X family planning services.

Family Planning staff must also report Child Abuse and Neglect and Human Trafficking in accordance with state and federal law. This includes the requirement to notify Social Services if an adolescent

under the age of 14 indicates he/she is sexually active. Birth control method counseling helps to ensure that clients are not placed in a position that would cause family conflict, while also assisting the minor to prevent unintended pregnancy and Sexually Transmitted Disease.

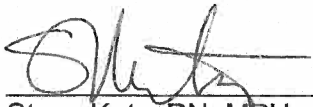
**Cost:**

The cost of Nexplanon device is \$375.00. The cost of insertion and removal is additional and based on staff time and supplies used. Both insertion and removal cost total \$44.00. Grant funds are used to purchase birth control methods. Clients are charged for services on a sliding fee schedule based on their incomes. If the client were to maintain the Nexplanon for the three year maximum time allowable (in accordance with the manufacturer's guidelines) the monthly cost of the device would be \$10.41.

The Family Planning Program provides services to a vulnerable population. According to 2011 clinic statistics, 90% of clients were uninsured and 69% were 100% below poverty level. The impact of an unintended pregnancy for a low income family is significant and can be devastating. Although teen pregnancy continues to decrease in frequency, it remains a costly problem for Nevada. The information below is from the National Campaign for Teen and Unintended Pregnancy Prevention related to the cost of teen pregnancy in Nevada:

- Between 1991 and 2008 there have been approximately 66,069 teen births in Nevada, costing taxpayers a total of \$1.3 billion over that period.
- Had it not been for significant declines in the teen birth rate in recent years, the costs to taxpayers would have been even higher.
- The teen birth rate in Nevada declined 29% percent between 1991 and 2008. The progress Nevada has made in reducing teen childbearing saved taxpayers an estimated \$44 million in 2008 alone over the costs it would have incurred had the rates not fallen.

Thank you for the opportunity to provide additional information regarding the Nexplanon contraceptive implant and the Family Planning Program.



---

Steve Kutz, RN, MPH  
Acting Division Director  
Community and Clinical Health Services





# Washoe County Health District

## ENVIRONMENTAL HEALTH SERVICES DIVISION



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

**DATE:** September 18, 2012  
**TO:** District Board of Health Members  
**FROM:** James Shafer, Acting Division Director, Environmental Health Services (EHS)  
**SUBJECT:** Environmental Health Services Division Report for September 2012

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### Food Program

- Child Care Facilities – Work continues on the new food requirements.
- KRNV Channel 4 covered a story on 9/5/2012 for the Food Program's new mobile application for WashoeEats.us food establishment inspection scores. Check it out at: <http://m.eats.washoecounty.us/>. (Attachment A)

### Land Development

- The Old Washoe Estates water tank was breached and a public notice sent to users of the water system. The Department of Water Resources and District Health prepared a plan to return the tank to service within 24-48 hours. The tank was not returned to service until a laboratory confirmed the water within the tank was safe to drink.

### Solid Waste/Special Events

- The Director continues to temporarily cover for the vacant Environmental Health Specialist Supervisor position. Testing and scoring have been completed by Human Resources and interviews will be scheduled.
- Special Events staff - Hot August Nights event had no major problems but a lot of work on our part. Burning Man (8/27-9/3) event inspections. Utilized 11 staff volunteers to assist with 612 inspections at the Best in the West Rib Cookoff (8/28 – 9/3) to keep 500,000 visitors safe during the six-day event.

### Vector-Borne Disease Program

- Vector completed its fourth and final aerial application of larvicide on September 12, treating approximately 600 acres.
- Vector continues to test their Sentinel chickens as health officials nationwide are bracing for a sharp escalation in West Nile virus cases over the next six weeks. Although, surveillance trapping of adult mosquitoes in the Truckee Meadows Community and serum chicken testing has been negative this season. Mira Loma Park, Donner Springs and the area south of South Meadows Parkway along Wilbur May Parkway were fogged this week for the flood water mosquito Aedes. Don't forget to put on mosquito repellent when going outdoors.

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- A rabies positive bat was collected in the Fish Springs area located east of Bidell Flat. There was no human interaction. This is the sixth rabies positive bat in Washoe County for 2012.
- Vector-Borne Diseases signed off on a number of building projects this summer including improvement plans for chain fast food restaurants and Washoe County School projects including several Best Management Projects at Incline Village.

  
\_\_\_\_\_  
James Shafer, Acting Division Director  
Environmental Health Services Division



Food establishment health inspectors of the Washoe County Health District check all equipment, cleaning procedures and cooking processes to ensure a safe eating environment for every customer and citizen.

Creating public awareness about food safety and healthy eating practices is essential to the public health of our community.

**Keeping the Public  
Safe and Informed**

**WashoeEats.com**

Washoe County Health District  
1001 East Ninth Street, Bldg B220  
PO Box 11130  
Reno, NV 89520  
Phone: 775-328-2434  
Fax: 775-328-6176

**How does your  
restaurant  
score?**



**Find out here:  
WashoeEats.com**

Check out restaurant inspection scores for your favorite Washoe County eatery before you dine.

WashoeEats.com provides immediate access to review food safety practices at your favorite eateries and new restaurants for you to explore.

This information is now available on your mobile device.



[m.eats.washoecounty.us](http://m.eats.washoecounty.us)

**WashoeEats.com**



**Keeping the  
Public Safe**




# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



**Public Health**  
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**Date:** September 14, 2012

**To:** District Board of Health 

**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 August 2012 and includes the following sections:

- Air Quality
- Monitoring Activity
- Planning Activity
- Permitting Activity
- Compliance/Inspection Activity
- Enforcement Activity



# Director's Report

AUGUST 2012

Washoe County Health District  
**Air Quality Management Division**

## Wildfire Smoke

Washoe County was affected by smoke from the Northern California wildfires which were burning for most of the month. Fortunately, monitored levels of pollutants in the Reno-Sparks metropolitan area never exceeded a Moderate Air Quality Index level and the National Ambient Air Quality Standards were not exceeded. However, smoke was fairly heavy for short durations in the metropolitan area, and northern areas of the County were impacted by heavy smoke from the fires due to prevailing wind conditions.

## EPA Title V/PSD Greenhouse Gas Permit

EPA determined that additional permitting requirements were required for other non greenhouse gas emissions for the proposed Sparks Energy Plant. A permit application for this facility was previously submitted by Unique Infrastructure Group. AQM provided the EPA comments to them and they are working to provide additional information necessary for a permit. An additional public comment period will be required to be conducted prior to permit issuance.

## Enforcement

The Air Pollution Control Hearing Board convened on August 7 to hear a case involving Rilite Aggregate, Inc.

A Press Release summarizing Board of Health actions on enforcement cases during the last fiscal year and informing the community that fines are provided to the Washoe County School District was issued on August 14.

## AIR QUALITY COMPARISON FOR AUGUST

Air Quality Index Range	# OF DAYS AUGUST 2012	# OF DAYS AUGUST 2011
<b>GOOD</b> 0 to 50	14	20
<b>MODERATE</b> 51 to 100	17	11
<b>UNHEALTHY FOR SENSITIVE GROUPS</b> 101 to 150	0	0
<b>UNHEALTHY</b> 151 to 200	0	0
<b>VERY UNHEALTHY</b> 201 to 300	0	0
<b>TOTAL</b>	<b>31</b>	<b>31</b>

## Air Quality Management Division

### **Economic Development**

AQM continues to participate in a County Economic Development Action Plan Working Group which met twice during the month. The goal is to develop and implement a plan for the County to more effectively engage in and facilitate economic development efforts which benefit the community. The initiative is being led by Rosemary Menard, Director of the Washoe County Community Services Department.

*Kevin Dick, Division Director*

HIGHEST AQI NUMBER BY POLLUTANT

Air Quality

POLLUTANT	AUGUST 2012	YTD for 2012	AUGUST 2011	Highest for 2011
CARBON MONOXIDE (CO)	12	25	10	39
OZONE 8 hour (O3)	100	104	74	114
PARTICULATES (PM <sub>2.5</sub> )	89	94	36	132
PARTICULATES (PM <sub>10</sub> )	44	74	19	88

For the month of August, the highest Air Quality Index (AQI) value reported was one hundred (100) for Ozone. There were no exceedances of Carbon Monoxide, PM2.5 or PM10. There were fourteen (14) days the air quality was in the good range, and seventeen (17) days the air quality was in the moderate range.

Wildfires:

Smoke from Northern California wildfires elevated ozone and fine particulate matter levels during the month of August. The Chips and Rush fires burned nearly 400,000 acres and were the primary sources of smoke impacts to the Truckee Meadows. Southwest winds transported most of the smoke impacts to the central and northern portions of the county for the majority of August.

Air Quality Cam:

Staff met with National Weather Service (NWS) representatives to discuss a collaborative project to upgrade their existing "Air Quality Cam" at the NWS facilities near DRI and TMCC. The Cam will be used to create an internet feed for observation of the Truckee Meadows air shed. AQM works closely with NWS, especially during air pollution episodes such as last month's wildfires.

Conferences:

Staff attended EPA's Emissions Inventory conference to keep up with the latest issues regarding inventory development and improvement. Inventories are the foundation for air quality planning and used to identify emission reduction opportunities. Staff also attended the national EPA Air Quality System (AQS) conference which also included several hands on training sessions. AQS is the official repository for all ambient air monitoring data collected from the eight monitoring stations in the AQM's network, as well as data from other ambient air monitoring conducted nationwide. EPA uses the AQS database when determining compliance with National Ambient Air Quality Standards.

*Dan Inouye, Branch Chief*

Planning & Monitoring Activity

Permitting Activity

TYPE OF PERMIT	2012		2011	
	AUGUST	YTD	AUGUST	ANNUAL TOTAL
Renewal of Existing Air Permits	99	960	100	1215
New Authorities to Construct	11	62	7	82
Dust Control Permits	8 (25 acres)	75 (1064 acres)	14 (cv acres)	89 (796 acres)
Wood Stove Certificates	39	208	34	259
WS Dealers Affidavit of Sale	3 (2 replacements)	54 (33 replacements)	8 (6 replacements)	107 (69 replacements)
WS Notice of Exemptions	433 (4 stoves removed)	5021 (57 stoves removed)	886 (6 stoves removed)	5480 (51 stoves removed)
Asbestos Assessments and Asbestos Removal Notifications (NESHAP)	82	672	116	999

Compliance &  
Inspection Activity

Staff reviewed twenty-five (25) sets of plans submitted to the Reno, Sparks or Washoe County Building Departments to assure the activities complied with Air Quality requirements.

Staff conducted forty-one (41) stationary source renewal inspections in August 2012. Staff also conducted inspections on asbestos removal and construction/dust projects.



A cooperative effort between the Permitting and Enforcement Staff members resulted in 7 of the 11 new source applications being submitted for the month of August. The Enforcement Staff is continuing to familiarize themselves with their new inspection areas. As they conduct the stationary source inspections, they are relying on the Permitting Staff to ensure all equipment is properly permitted. This effort has resulted in the submitted of Authority to Construct applications and enforcement actions. The ultimate result is a much higher degree of compliance with the regulations.

As a result of one of the enforcement actions in the month of August, a Warning Notice of Violation was issued to an individual for making false statements to the Air Pollution Control Hearing Board. The testimony was found to be false following a review of the minutes of the meeting and a comparison with the cell phone records of the Senior Air Quality Specialist. A review of the historical Air Quality Management cases found this to be the first time an action of this type has been taken by the Air Quality Management Division.

*Charlene Albee, Branch Chief  
Permitting & Enforcement*

Enforcement Activity

COMPLAINTS	2012*		2011		
	AUGUST	YTD	AUGUST	YTD	Annual Total
Asbestos	1	13	2	13	21
Burning	0	5	0	1	10
Construction Dust	1	24	9	43	59
Dust Control Permit	0	4	2	14	22
General Dust	7	34	0	0	0
Diesel Idling	0	4	0	2	3
Odor	1	7	3	11	17
Spray Painting	0	2	1	4	8
Permit to Operate	5	38	1	39	63
Woodstove	0	14	0	2	7
<b>TOTAL</b>	<b>15</b>	<b>145</b>	<b>18</b>	<b>129</b>	<b>210</b>
NOV'S	AUGUST	YTD	AUGUST	YTD	Annual Total
Warnings	3	34	1	31	55
Citations	4	24	1	6	9
<b>TOTAL</b>	<b>7</b>	<b>58</b>	<b>2</b>	<b>37</b>	<b>64</b>

\* Discrepancies in totals between monthly reports can occur because of data entry delays.

Notices of Violation (NOVs):

There were seven (7) Notice of Violations (NOV's) issued in the month of August, 2012. There were three (3) NOV Warnings and four (7) NOV Citations.



# Washoe County Health District



**Public Health**  
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September 11, 2012

TO: Members District Board of Health  
FROM: Eileen Stickney  
SUBJECT: Report for September 2012 Administrative Health Services Division

## 2012 Accela User Conference Report

Accela, Inc. (Accela) is the vendor for Permits Plus, the application that the Health District and Washoe County uses for permitting and inspections. Permits Plus went live in April 2000. Accela holds an annual user conference containing sessions showing features of current releases of their software, future feature plans, and sessions with government agencies showing what they are doing with their software.

The only Permits Plus related activity at this year's conference dealt with data migration tools from Permits Plus to Accela Automation and looking at the differences between Permits Plus and Accela Automation.

As with last year's conference, this year's conference sessions focused on what's new in the recent release of Accela Automation as well as the work and experience of various jurisdictions with Accela Automation and add-on products associated with it.

Of particular interest is Accela's Mobile Inspector. It is a mobile application (currently only for the iPhone and iPad, with Android and Windows Phone 7 versions currently in development) for inspectors to conduct inspections. They can go down the inspection checklist, mark any problems, take photos, get a signature, and email the report. Mobile Inspector will hold onto data in case there is no network connection and then try sending it out when a network connection is detected again.

Mobile Inspector has some potential, though right now the report that can be emailed out is defined by Accela and can't be configured. It does not have all of the features of Accela Mobile Office, which is Accela's upgraded version of Accela Wireless, but I think those features are not used that often, if at all, by our inspectors. Using an Apple iPad or Android tablet instead of a Toughbook (or non-ruggedized) tablet would be much cheaper, lighter, and have better battery life.

Members, District Board of Health  
September 11, 2012  
Page Two

The conference theme this year was "Platform 4 Gov". The concept behind this is Accela's Mobile Software Development Kit (SDK) that allows the creation of mobile apps that integrate with Accela Automation. There is also an Application Programming Interface (API) that allows other systems to communicate with Accela Automation. This would allow current systems that we have or applications that we create to work with Accela Automation.

#### Conclusion

While the County is looking at possible systems to move to from Permits Plus, the capabilities that Accela products have make it a strong contender. It appears to have the functionality that we are currently using in Permits Plus and would allow us to go above and beyond what we are doing today. It sets the bar high for other systems to compete against.

  
Administrative Health Services Officer



# Washoe County Health District



Public Health  
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September 27, 2012

**TO:** District Board of Health Members

**FROM:** Joseph P. Iser, MD, DrPH, MSc  
Washoe County District Health Officer

**SUBJECT:** September 2012 Washoe County District Health Officer Report

## 2013 Legislative Session

- WCHD continues to coordinate with Washoe County, WCMS and NSMA, and others on legislative support issues.

## Budget

- We have previously discussed the county's request to develop three-year budgets. At this point, the county's budget office is developing those projections and working on estimates to complete for FY13.

## Human Resources

- Evaluations have fallen below the self-imposed threshold of 85%. The staff below this level will refocus on completing Divisional evaluations back on schedule and up to date.
- We continue recruiting for open positions, including EPHP, EHS, and for the CCHS Division Director.
- Steve Kutz, RN, MPH, is Acting Division Director this month for CCHS.

## Communication

- DHO will continue to meet routinely or as needed with all partners.
- Dr. Cohen, primary author of the TriData report on EMS services, presented to the BCC on August 28. Chairman Smith and DHO had a very productive meeting the following day and discussed his recommendations and barriers to implementation.
- At this same meeting, the BCC passed two motions: one to meet jointly with DBOH (we are working with Ms. Simon to set up dates) and another to meet with BCC, DBOH, and the REMSA Board.
- We continue to work with St. Mary's and UNR on their effort to produce a more substantial data set, as reported to you previously, and it appears that Renown will be working with us in the near future on a unified report to be conducted every three years.
- We started the new Q&A forum "Ask.Joe" for District employees that will be similar to the Ask.Washoe forum and is now open for all District employees. Staff will be able to ask questions anonymously for Division Directors, the DHO, or others to answer.

### Accreditation

- Internal accreditation meetings continue to occur.
- We will begin intermittent meetings and discussions to strengthen our applications next year for the CDC Public Health Prevention Specialist and the Public Health Associate Program.
- We plan to work closely with the students at UNR to match their goals with our needs for future PHPS and PHAP applications. DHO has concrete plans to meet with all MPH students during their first year to interest them in this opportunity.
- We will apply for a NACCHO grant to further accreditation activities.

### Washoe County and Community Activities

- Dr. Todd attended the REMSA Board of Directors meeting in late August.
- DHO continues to meet regularly with the group looking at school-based health centers, led by WCSD and the oral health coalition.
- For the school-based health centers, WCSD has written a brief outline, which we have edited with recommendations. The new School District Superintendent is very supportive of these joint efforts. The next meeting will focus on funding opportunities.
- DHO met with the Incline Village community August 28 related to their ongoing visioning process and community development.
- DHO will travel to Gerlach September 25-26 to meet with the CAB and other groups/individuals as set up by our contact there.
- DHO met with Grady Tarbutton related to Senior Services programs and collaboration and presented at a forum coordinated by Mr. Tarbutton on DNR issues in pre-hospital care.
- DHO participated in and presented at the annual Obesity Forum.
- DHO attended the REMSA Board of Directors meeting in September.
- DHO met with Dr Jason Crawford of the UNR/SOM regarding residency rotations here at WCHD.
- DHO traveled with Mr. Sack to Gerlach related to Burning Man EHS issues.
- WCHD is starting to research sponsoring community gardens in collaboration with WC and other entities. We will bring this idea through the Food Policy Council and research grant opportunities.

### Health District Media Contacts and Outreach

#### **Health District Media Contacts: August 14 - September 13, 2012**

<b>DATE</b>	<b>MEDIA</b>	<b>REPORTER</b>	<b>STORY</b>
9/6/2012	KOLO-CH8 ABC Reno	Annie Woods	Obesity - Seals
9/5/2012	KRNV-CH 4 NBC Reno	Ashley Cullens	Mobile Food App - Sack
9/5/2012	Reno Gazette Journal	Johnny Mugnano	Mobile Food App - Ulibarri

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9/5/2012	KOLO-CH8 ABC Reno	Catherine Van	Bed Bugs - Ulibarri
8/31/2012	KRNV-CH 4 NBC Reno	Joe Hart	Swimmers Itch - Todd
8/31/2012	KREN - CH 27 Univision	Laura Calzada	Coxsackie - Paulson
8/28/2012	Reno Gazette Journal	Mark Robinson	Dogs in Restaurants - Macaluso, Ulibarri
8/28/2012	KRXI-CH 21 FOX 11 Reno	Matt Rosenberg	West Nile and Hanta Virus - Shaffer
8/28/2012	Reno Gazette Journal	Michael Martinez	Rib Cook-off Smoke - Inouye
8/27/2012	KOLO-CH8 ABC Reno	Terri Russell	Immunizations - Ulibarri, Shore
8/23/2012	KRNV-CH 4 NBC Reno	Brooke Boone	Wildfire Air Quality - Inouye
8/23/2012	KKOH Radio	John Summers	Wildfire Air Quality - Inouye
8/22/2012	Reno Gazette Journal	Jacqueline O'Malley	Wildfire Air Quality - Dick
8/22/2012	KREN - CH 27 Univision	Laura Calzada	Immunizations - Ulibarri, Shore
8/22/2012	KOLO-CH8 ABC Reno	Denise Wong	Immunizations - Ulibarri, Shore
8/20/2012	KTVN-CH 2 CBS Reno	Gaby Tafolla	Immunizations - Ulibarri, Shore
8/17/2012	KOLO-CH8 ABC Reno	Joe Harrington	West Nile Virus - Sack, Ulibarri
8/16/2012	KOLO-CH8 ABC Reno	Denise Wong	Coxsackie - Paulson, Ulibarri
8/15/2012	USA Today	Elizabeth Weise	Vector Control - Iser
8/15/2012	KOLO-CH8 ABC Reno	Denise Wong	Wildfire Air Quality - Dick
8/15/2012	KTVN-CH 2 CBS Reno	Gina Martini	Immunizations - Ulibarri
8/15/2012	Reno Gazette Journal	Mike Martinez	Coxsackie - Ulibarri
8/15/2012	KTVN-CH 2 CBS Reno	Michelle Boehler	Coxsackie - Paulson, Ulibarri
8/14/2012	KKOH Radio	Ross Mitchell	Wildfires - Inouye

Press Releases/Media Advisories/Editorials

9/6/2012	Media Distribution List	PIO Ulibarri	Obesity Forum
9/5/2012	Media Distribution List	PIO Ulibarri	Food Inspections Mobile App
9/5/2012	Media Distribution List	PIO Ulibarri	Smoke Free Meetings
9/16/2012	Reno Gazette Journal	DHO Iser	Health in All Policies

Outreach/Presentations/Other

9/7/2012	Senior Services Advisory	DHO Iser	Pre-Hospital DNR Guidelines
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State-Wide (and Beyond) Organizational Efforts

- We continue to meet at least quarterly with the other two local health authorities and the NSHD. We have set up a monthly meeting with all of the above on a routine basis beginning in September.
- 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.
- We were successful in negotiating an acceptable agreement for the tobacco program with the NSHD. We have now scheduled a meeting with the NSHD and

other local health authorities to discuss funding for the state's chronic disease grant and the HIV grant.

- DHO met with HRSA staff on funding and other programmatic opportunities.
- DHO attended the Family Planning meeting August 23-24 with Stacy Hardie.

#### Interjurisdictional Sharing of Resources

- WCHD, in collaboration with the NSHD and UNR-SOM and the seven rural counties to our east, applied for a Robert Wood Johnson grant to look at sharing of resources across jurisdictional lines. This two year grant would allow WCHD the resources to assist these other counties to review their current public health services and how they receive those services from the State. Some of these counties may want to contract with WCHD, others may want to continue working with the NSHD, and others may want to join or create their own Health Districts. All seven counties provided letters of support, as did the NSHD, Ms. Simon, and Chairman Smith.
- Notification will occur in November.

#### District Board of Health Information and Resources

- We have developed additional tracking tools for use in the District, including one for grants and applications, for submissions to the ADA, and for tracking DBOH requests.
- After Dr. Cohen's presentation to the BCC, Commissioner Jung requested clarification on his assessment that a letter from prior DHO Begbie to REMSA needed DBOH approval. This letter clarified that 8 minutes response means 8 minutes 29.99 seconds as the standard for Priority One calls but that REMSA reserved its right to advise the WCHD if it returns to the 8.59.99 standard. ADA Admirand does not believe this clarification needs to be incorporated into the Franchise Agreement as an amendment.
- Attached is a copy of a letter from REMSA to Sheriff Haley regarding issues related to EMD and delays in transferring calls to REMSA. Also attached is a copy of Undersheriff Vingar's response.
- Also attached is a copy of the published editorial on Health in All Policies.

*Joseph P. Iser MD, DrPH, MSc*

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Joseph P. Iser, MD, DrPH, MSc  
District Health Officer



# WASHOE COUNTY SHERIFF

*Dedicated Service in Partnership with our Community*



**Michael Haley**  
Sheriff

Patrick Smith, REMSA  
450 Edison Way  
Reno, NV 89502


09-13-2012 A11926

September 11, 2012

Dear Mr. Smith,

The Washoe County Sheriff's Office wishes to acknowledge receipt of the attached undated letter regarding 911 Dispatch call taking. This letter alleges that our regional public safety communications center "could have" delayed medical response to a particular call, but your letter failed to offer up specific information such as date, time and location of the call. The Washoe County Sheriff's Office always takes every aspect of public safety very seriously and will conduct a thorough and in-depth review to gather all available information related to this event to determine the facts. We ask that you please provide the date, time, specific location, and a copy of your dispatch recording so that we can review and obtain the facts of this incident.

Thank you for your continued partnership.

  
\_\_\_\_\_  
Todd Vinger, Undersheriff  
Washoe County Sheriff's Office  
911 Parr Blvd  
Reno, NV 89512

cc: Sheriff Michael Haley  
Dr. Joseph Iser, District Health Officer  
REMSA Board of Directors  
Kelli Odem, Reno EComm  
Assistant Sheriff Tim Kuzanek



Sheriff Mike Haley  
Washoe County Sheriff's Office  
911 Parr Blvd.  
Reno, NV 89512

Re: 911 Dispatch

Dear Mike:

I am writing to let you know of a serious problem that occurred in the County side of the 911-dispatch center. Although REMSA has always done emergency medical dispatching ("EMD") throughout the majority of Washoe County, this incident --where one of the County dispatchers performed EMD -- could have caused potential harm to the patient, did seriously delay our paramedic ambulance response, and created significant potential liability exposure to Washoe County and REMSA.

Our 911 dispatch consultants and dispatch professionals at REMSA have carefully listened to the call that originated in a rural area and have serious concerns about two agencies doing EMD on the same call (we can get together and review the tape). This is contrary to best practices in medical dispatching and could certainly lead to a bad outcome for a patient. In the call, the County 911 dispatcher called REMSA *without* the caller on the line and gave us the location (address) and the EMD determinant (what is wrong with the patient and the acuity). REMSA then had to call the patient back, re-question the caller (highly duplicating efforts -- unnecessarily), again delaying REMSA's ALS (Advanced Life Support) response (as the primary medical provider). Most importantly, it delayed medical care and advice by REMSA's medical specialist over the phone to help the caller help the patient.

In this case, the 911 approaches failed the patient on many points, including the following:

- 1) The County's 911 dispatcher hung up on the patient prior to the REMSA medical dispatcher speaking to the patient. In situations like this, there is a real risk that the caller will not respond to a "call-back" as they believe help is on the way or are unable to get back to the phone.
- 2) The County's 911 dispatcher took *at least* one and a half minutes to do a triage that had to be re-done by REMSA and no ALS ambulance response was assigned because REMSA was unaware of the call at all. This caused a significant delay in the primary medical care provider being sent to the patient (ambulances are sent *on all* requests; fire and police only on a limited number of medical requests). Everyone is appropriately looking at reducing co-response by fire and police to only those calls where their response makes a clinical difference, thereby saving resources for more serious calls in their area, reducing liability for unnecessary responses, and saving dollars.
- 3) To our knowledge from listening to our dispatch taped conversation, the County's 911-dispatch center did not provide medical pre-arrival instructions to the granddaughter of an 85 year old with

a head laceration sustained from a fall, with bleeding that was not well controlled. It took about eight (8) additional minutes on the phone by our personnel to assist the caller until our ALS unit arrived.

The practice in the community for over 25 years has been that the 911-call center asks the caller if they are calling for police, fire or ambulance and then if the caller indicates a medical situation, immediately transfers the caller to REMSA for EMD by specially trained and experienced medical personnel. The practice of double questioning patients at any level confuses the caller in an already stressful situation, delays responses of all entities (but in most medical situations the primary care provider which is REMSA), increases liability for Washoe County and City of Reno due to issues at the 911 center, delays immediate medical care by REMSA medical professionals, and increases costs exponentially.

In addition, over the past weeks (based on new 911 center policies from the County's June 21, 2012 memo), when the caller is still on the line, dispatchers have spoken "over" the caller while REMSA's dispatchers are trying to question the caller per nationally established and demonstrated protocol and have stated information on the line with the patient that the patient should never hear (e.g. "Fire is not responding"). This has been very upsetting to the patients and has delayed proper care, created premature caller termination, and delayed prearrival instructions.

Both entities at the working level realized this was not working well, and this is why I was trying to get a meeting with you. This is not the first time this has been tried, and the results have been the same every time. It is my understanding our staffs met and came up with a solution, which we believe is less than optimal for the callers/patients, but better than the original mandate from 911 on July 1. My understanding from our personnel is that the Reno side of 911 immediately hands calls to REMSA for medical questioning, triage, and resource allocation to calls.

While I believe this was an isolated incident, we are respectfully requesting that these practices be stopped immediately due to concerns over patient care and safety, and that the County 911 dispatchers send medical calls immediately to REMSA for medical triage, appropriate resource responses, and immediate medical care and advice by the medical specialists at REMSA over the phone. This has proven to be the most effective and efficient method for many years, and should be continued. While Incline Fire may do EMD in their service area, they are the primary medical provider there. REMSA is the primary medical provider in the rest of the county and as such should be performing EMD. REMSA responds on all emergent and non-emergent calls, fire only on some of the emergent calls. Therefore it is appropriate that REMSA perform EMD.

In order to dispatch all agencies in the most efficient manner, we have *again* requested the installation of a CAD-to-CAD link which will resolve the vast majority of issues related to information sharing, avoidance of duplication, and most importantly will get the help to the patients appropriately and timely. I wish you were able to see the demonstration. It appeared well received with the only question was if the system allowed messaging between the dispatchers. It does and also includes the ability to select responses down to a station level, by medical protocol. This allows the system to have responses automatically generated by a computer by station location, where we believe in more rural areas a co-response maybe beneficial while in a urban setting will not. It also will for the *first time allow us to truly track performance and end the finger pointing*, and measure performance allowing us to fine tune the responses with real data, not innuendos without data. The REMSA Board has authorized me to offer to install the CAD-to-CAD link in the 911-dispatch center at our cost, until such time as the 911 center selects a new CAD(s) platform. At such time when a true full link can be implemented, we can further improve the response and care to our communities. This has been discussed for years and never moved forward because government always

had a reason for not moving forward. We have tried to remove the final barriers presented and believe we should implement this as soon as possible. We are ready to implement a solution that has been present for years. The data and results will be good for the community and all of us to move forward in providing lower-cost, effective and efficient health care for the community.

I would like to discuss this further with you since a letter of this type is not optimal. Please call me at 232-0180 at your earliest convenience.

Thank you for your assistance and prompt attention to this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Patrick Smith". The signature is fluid and cursive, with a large initial "P" and "S".

Patrick Smith  
President/CEO REMSA

cc: Dr. Joseph Iser, District Health Officer  
REMSA Board of Directors

## Health in All Policies—A Way Forward

After the recent celebration of the Olympic Games, we should recognize that we must build on the public's interest in these events to encourage physical activity that makes us healthier as a community. To do that, we must underscore the importance of our "built environment"—our roads, buildings, public transportation. This built environment either nourishes or hinders our efforts and ability to exercise safely.

Physicians and other clinicians understand that our patients' health is influenced more by where and how they live, rather than by what we prescribe or advise. Our residents are already impacted by a variety of chronic diseases, many of which can be improved by exercise. Obesity, hypertension, and diabetes are symptoms and diseases that lead to poor medical outcomes; however, these outcomes can be predictably changed by an environment that is not only safe, but also encourages and enables walking and other exercise.

As we plan for future development, as cities and counties work to improve the climate for development and redevelopment, we need to understand how that development will affect not only jobs and revenue, but also how it will impact our citizens themselves. We need to assure that our development objectives include clean air (by increasing public transportation choices and encouraging walking and bicycling to work); healthy food choices (by determining where markets and healthier restaurants should be located and how community gardens and farmer's markets can be incorporated into our communities); and, how streets, sidewalks, and crosswalks encourage or discourage walkability and bikeability – both walking and biking have been cited as determinants of physical activity and good health. We need to make sure that our future plans do not just promote automobile traffic and parking.

As we near the end of the campaign season and prepare for the 2013 legislative session, we need to persuade our legislators, at both the state and local levels, that it's time to consider ***Health in All Policies (HiAP)***. HiAP is a public health concept that encourages all planning efforts and policies to consider the health impacts of our designs and policies. This assures that health and healthy concepts are at least taken into consideration. We encourage incumbents and challengers to discuss this concept in the upcoming weeks. We also urge citizens to raise these issues during candidate debates and discussions.

As we approach the 4<sup>th</sup> annual Washoe County Obesity Forum, we hope to strengthen and inspire individuals and organizations to support efforts to reduce and prevent obesity through environmental and policy level changes. These methods are also highlighted by the CDC's *Common Community Measures for Obesity Prevention Project*, which includes measures for healthy food access and physical activity environments.

The mission of the Washoe County Health District is "*to protect and enhance the quality of life for all citizens of Washoe County through providing health promotion, disease prevention, public health emergency preparedness, and environmental services.*" You can help us in our efforts by making *Health in All Policies* a priority.