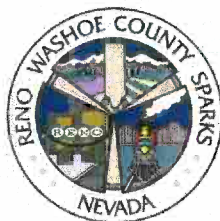


# Washoe County



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

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

## Health District

### WASHOE COUNTY HEALTH DISTRICT

1001 East Ninth Street / P.O. Box 11130  
 Reno, Nevada 89520

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

## MEETING NOTICE AND AGENDA

### Washoe County District Board of Health

Date and Time of Meeting: Thursday, March 28, 2013, 1:00 p.m.

Place of Meeting: **Note Location:** Washoe County Commission Chambers  
 1001 East Ninth Street, Building A  
 Reno, Nevada

### *District Board of Health Meeting Agenda*

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

Time	Agenda Item No.	Agenda Item	Presenter
1:00 PM	*1.	Call to Order, Pledge of Allegiance Led by Invitation	Mr. Smith
	*2.	Roll Call	Ms. O'Neill
<b>Public Comment</b>	*3.	Public Comment (limited to three (3) minutes per person)	Mr. Smith
	4.	Approval/Deletions to Agenda for the March 28, 2013 Meeting	Mr. Smith
	5.	Approval/Additions/Deletions to the <b>Minutes of the February 11, 2013 Special Meeting and February 28, 2013 Regular Meeting</b>	Mr. Smith
	*6.	Recognitions A. Introduction of new employee(s) - B. Promotions - C. Years of Service – Catherine Gipe – 20 Years - CCHS D. Recognitions – Janet Smith, Organizational Management (OM) certification from the International Association of Administrative Professionals E. Retirements –	Mr. Smith and Dr. Iser

Time	Agenda Item No.	Agenda Item	Presenter
	7.	Proclamations – National Public Health Week – April 1 – 7, 2013	
	8.	<p><u>Consent Agenda:</u> Matters which the District Board of Health may consider in one motion. Any exceptions to the Consent Agenda must be stated prior to approval.</p> <p>A. <u>Air Quality Management Cases:</u></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. <b>Margaret Van Dyken – Case No. 1111, NOV 5352</b>, 124 La Rue Drive, Reno, NV 89509</li> <li>b. <b>Golden Flower Restaurant – Case 1112, NOV 5324</b>, 205 West 5<sup>th</sup> Street, Reno, NV 89503</li> <li>c. <b>David Walker – Case 1113, NOV 5325</b> 205 West 5<sup>th</sup> Street, Reno, NV 89503</li> </ol> </li> <li>2. Recommendation of Cases Appealed to the Air Pollution Control Hearing Board. None.</li> <li>3. Recommendation for Variance: None.</li> </ol> <p>B. <u>Sewage, Wastewater &amp; Sanitation Cases:</u> Recommendation to Approve Variance Case(s) Presented to the Sewage, Wastewater &amp; Sanitation Hearing Board. None.</p> <p>C. <u>Budget Amendments / Interlocal Agreements:</u></p> <ol style="list-style-type: none"> <li>1. Proposed approval of Subgrant Amendment #1 from the Nevada Department of Health and Human Services, Health Division, Bureau of Child, Family and Community Wellness for the period January 1, 2012 through December 31, 2014, with funding of \$460,145 per calendar year (reduced from CY12 funding of \$486,542), approve the reduction of PC#70002278, Health Educator II (vacant) from 1.0FTE to 0.49 FTE, in support of the HIV Prevention Grant Program, IO 10013; and authorize the Chairman of the Board to sign.</li> <li>2. Proposed approval of Subgrant Award from the Nevada Department of Health and Human Services, Health Division for the period January 1, 2013 through December 31, 2013 in the amount of \$80,751 in support of the Tuberculosis Centers for Disease Control and Prevention (CDC) Grant Program, IN 10016; and authorize the Chairman of the Board to sign.</li> <li>3. Ratification of Interlocal Contract (continuation award) between the State of Nevada, Department of Conservation and Natural Resources, Division of Environmental Protection and the Washoe County Health District for the period July 1, 2013 through June 30, 2015 in the total</li> </ol>	<p>Ms. Albee</p> <p>Ms. Cooke</p> <p>Ms. Cooke</p> <p>Ms. Cooke</p>

Time	Agenda Item No.	Agenda Item	Presenter
		<p>amount of \$100,000 (not exceeding \$50,000 the first year) in support of the Hazardous Materials Grant Program, IO 10022; and if approved, authorize the Chairman of the Board to execute.</p> <p>4. Ratification of Intrastate Interlocal Contract between the State of Nevada, Department of Conservation and Natural Resources, Division of Environmental Protection and the Washoe County Health District in the total amount of \$902,000 (\$218,000 per year and a one-time additional payment of \$30,000 payable in fiscal year 2014) for the period July 1, 2013 through June 30, 2017 in support of the Underground Storage Tank (UST) and Leaking Underground Storage Tank (LUST) Program; and if approved, authorize the Chairman of the Board to execute.</p> <p>5. Proposed approval of Notice of Grant Award from the U.S. Department of Health and Human Services, Food and Drug Administration for the period September 12, 2012 through June 30, 2017 in the amount of \$346,500 (\$69,300 per year) in support of the Advancing Conformance with the Voluntary National Retail Food Regulatory Grant Program (VNRFRPS), IO TBD; and approve amendments totaling an increase of \$63,000 in both revenue and expense to the FY 13 VNRFRPS Grant Program, IO TBD.</p> <p>D. <u>Proposed acceptance of the Air Quality Management Division's portion of the Truckee Meadows Regional Plan Annual Report</u></p> <p>E. <u>Proposed acceptance of the Washoe County Health District 2013 Legislative Session Report</u></p>	<p>Ms. Buxton</p> <p>Ms. Cooke</p> <p>Mr. Inouye</p> <p>Dr. Iser, Mr. Dick, and Mr. Sack</p>
	9.	<u>Air Pollution Control Hearing Board Cases appealed to the District Board of Health.</u> None.	Ms. Albee
	10.	<p><u>Regional Emergency Medical Services Authority:</u></p> <p>A. Review and Acceptance of the Operations and Financial Reports for February, 2013; and</p> <p>B. Update of REMSA's Community Activities Since February, 2012</p>	Mr. Gubbels
	11.	Presentation, Discussion, and Possible Direction to Staff regarding Emergency Medical Services ("EMS"), Including Recommendations Contained in the TriData Report and Various Other EMS Studies.	Dr. Iser and Dr. Todd

Time	Agenda Item No.	Agenda Item	Presenter
	*12.	Presentation by Keep Truckee Meadows Beautiful (KTMB) regarding Recycling, Reduction, Reuse, and Illegal Dumping Activities	Ms. Cakiroglu
	13.	<b><u>PUBLIC HEARING:</u></b> Proposed approval and adoption of the revisions to "The Washoe County Portion of the Nevada State Implementation Plan to Meet the Sulfur Dioxide Infrastructure SIP Requirements of the Clean Air Act, Section 110(a)(2)."	Mr. Inouye
	14.	<b><u>PUBLIC HEARING:</u></b> Proposed approval and adoption of Amendments to the Public Swimming Pool and Spa Operator Certification Program regulations regarding the term of the Washoe County Health District certificate.	Mr. Rubio
	15.	<b><u>PUBLIC HEARING:</u></b> Proposed approval and adoption of the Amended Well Construction regulations regarding public well distance.	Mr. Boland
	16.	Future of the Health District Committee – Appointment of Additional Member	Mr. Smith and Dr. Iser
	*17.	Presentation of Community Health Assessment Data Set	Mr. Kutz
	*18.	Presentation of Community and Clinical Health Services' Strategic Plan	Mr. Kutz
	19.	Review and Acceptance of the Monthly Public Health Fund Revenue and Expenditure Report for February, 2013	Ms. Stickney
	20.	Presentation and Possible Approval/Amendments to the Fiscal Year 14 Washoe County Health District Budget, with Revenues Budgeted at \$8,822,703, General Fund Transfer of \$8,723,891, and Expenditures Budgeted at \$18,978,101.	Ms. Stickney
	*21.	<b><u>Staff Reports and Program Updates</u></b>	
		A. <b>Director, Epidemiology and Public Health Preparedness</b> - Communicable Disease; Public Health Preparedness; Emergency Medical Services; and Vital Statistics	Dr. Todd
		B. <b>Director, Community and Clinical Health Services</b> – Clinical Programs and Non-Communicable Disease Updates	Mr. Kutz
		C. <b>Director, Environmental Health Services</b> Food Program; Land Development; Solid Waste/Special Events; and Vector-Borne Disease Program	Mr. Sack
		D. <b>Director, Air Quality Management</b> – Air Quality; Planning and Monitoring Activity; Permitting Activity; Compliance & Inspection Activity; and Permitting & Enforcement Activity	Mr. Dick

Time	Agenda Item No.	Agenda Item	Presenter
		E. <b>Administrative Health Services Officer</b> – AHSO agenda items are included in other agenda items.	Ms. Stickney
		F. <b>District Health Officer</b> – 2013 Legislative Session; Budget; Human Resources; Communication; Accreditation; Washoe County and Community Activities; Health District Media Contacts and Outreach; Statewide (and Beyond) Organizational Efforts; RWJF Shared Services Learning Community Grant Update; and District Board of Health Information and Resources	Dr. Iser
<b>Board Comment</b>	*22.	Limited to Announcements or Issues for Future Agendas	Mr. Smith
	23.	Emergency Items	Dr. Iser
<b>Public Comment</b>	*24.	Public Comment (limited to three (3) minutes per person). No action may be taken.	Mr. Smith
	25.	Adjournment	Mr. Smith

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

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

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

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

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

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~~ Unavailable due to construction.

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

Sparks City Hall, 431 Prater Way, Sparks, NV

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

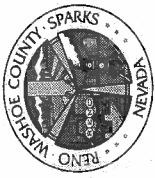
Washoe County Health District Website [www.washoecounty.us/health](http://www.washoecounty.us/health)

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**Washoe County District Board of Health  
Special Concurrent Meeting Minutes  
DBOH, Washoe County Commission,  
Sparks City Council, and Reno City Council**

**February 11, 2013**

Washoe County



Health District

**PRESENT:** Mr. Matt Smith, Chairman, Commissioner Jung, Councilwoman Ratti, Councilwoman Zadra, Dr. George Hess, Dr. George Furman, and Dr. Denis Humphreys

**ABSENT:** None

**STAFF:**

Joseph Iser, District Health Officer

Leslie Admirand, Deputy District Attorney

Peggy F. O'Neill, Recording Secretary

Randall Todd, DrPH, Division Director, Epidemiology and Public Health Preparedness

TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
8:33 am 1, 2, 3	<b>Call to Order, Salute to the Flag, and Roll Call</b>	The special meeting of the District Board of Health was called to order, followed by the Pledge of Allegiance led by <b>Washoe County Commissioner Vaughn Hartung</b> . Roll call was taken for the District Board of Health and a quorum noted. The roll was taken for each entity, and a quorum was noted for each entity.	
4.	<b>Recognition of other public bodies that may be meeting concurrently.</b>	City of Reno Mayor Bob Cashell recognized the Board of Health, City of Reno, City of Sparks, and Washoe County.	
5.	<b>Public Comment</b>	Reno Firefighter Dennis Jacobson commented on the responsibility of elected officials to make public safety decisions and opportunities for our community to work cooperatively.	

6.

**Presentation, discussion, and potential direction to staff regarding the August 2012 TriData Emergency Medical Systems Analysis Final Report and the recommendations contained within the Final Report.**

**Policy Maker Comments:**

An agenda item from Sparks City Manager Shaun Carey recommending the Sparks Council receive a presentation on the Emergency Medical Systems Analysis Final Report and provide direction as determined necessary to staff regarding the recommendations contained within the Final Report.

Mr. Carey introduced Dr. Harold Cohen, author of the TriData Emergency Medical Systems Analysis Report. Dr. Cohen presented the concepts and data addressed in the TriData report.

**Sparks Councilman Smith** asked for clarification regarding the 55,000 first responder calls, and Dr. Cohen said the number refers to ambulance calls, not who arrived on scene first. Dr. Cohen reported that 60 – 75% of the time, fire first responders arrive on scene first. **Sparks Councilman Smith** asked for number of calls responded to by the Cities of Sparks and Reno. Reno Fire Chief Mike Hernandez said Reno Fire responded to over 30,000 calls last year, approximately 80% of which were EMS calls, with a response time of just under 6 minutes.

**Dr. Furman** asked Dr. Cohen if these response volumes included non-emergency transfers, and Dr. Cohen responded that they did not add those transports. **Dr. Furman** stated that those 8,000 transports add significantly to the cost of REMSA's operations. Sparks Fire Chief Andy Flock said Sparks responded to approximately 7,300 EMS calls.

**County Commissioner Hartung** stated that the Fitch Report states that fire as first responders is costly and makes little difference in clinical outcomes. He questioned if we would see a difference in outcomes if we took fire EMS out of the equation, and Dr. Cohen stated that the Fitch Report relied upon a study from Toronto that only analyzed cardio-pulmonary incidents. First responder agencies are responsible for the care of their citizens. Citizens expect quick response. Dr. Cohen stated he does not believe you can look at one type emergency and one group of people and say it's worthless or it's not worthless. TriData believes every part of the system needs every other part of the system. With priority dispatch, we can hone in on exactly when fire first response is really needed. However, if cities want to roll assets on every call, then that is their prerogative. Everybody has to do the minimum standards, but if they want to do more, then we have to yield to those fire chiefs and those rescue chiefs if that is the policy decision.

**County Commissioner Hartung** stated that a great deal of our region is characteristically rural and suburban. He questioned if there would be a



TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
		<p>benefit to having ALS for the fire first responders. Dr. Cohen stated he does not know. He stated that hopefully in a year to 18 months we can give you an evidence based answer to that question. We do not have the data. We initially thought training everyone to a higher level would be prudent, but what has been learned is that the more frequently a technique is practiced, the better an individual is at providing that service. The systems that have the lowest resuscitation rate are the ones where everybody is a paramedic. Let's make sure everybody is performing to their certification level. There may be some pockets where paramedic first response would be appropriate, but right now it would just be a guess.</p> <p><b>County Commissioner Webber</b> asked Fire Chief Moore about the number of calls TMFPD has responded to, and Chief Moore responded that there have been approximately 3,000 responses in the six months since conception, so he forecasts approximately 6,000 responses for the year.</p> <p><b>County Commissioner Webber</b> asked Dr. Cohen to define "first responder" and to state whether law enforcement is considered a "first responder." Dr. Cohen replied that anyone who chooses to respond to an emergency, whether they are a school nurse, corporate personnel, police department, or fire service, is a first responder. In most communities, the fire service has committed to that obligation. The quicker someone arrives on scene, the quicker the emergency subsides. Outcomes are very important; it's not just do they survive, but are they upright and neurologically intact? We don't yet know the value of all quick response and appropriate response to certain emergencies.</p>	
7.	<p><b>Presentation, discussion, and potential direction to staff regarding an update and status report of the EMS Working Group, including progress on previous direction related to recommendations from the 2012 TriData Emergency Medical Systems Analysis Final Report.</b></p>	<p>An agenda item from Sparks City Manager Shaun Carey recommending the bodies receive a status report from the EMS Working Group, including progress on previous direction related to recommendations from the 2012 TriData Emergency Medical Systems Analysis Final Report.</p> <p>Dispatch Working Group Chairman Sheriff Mike Haley requested direction be given to continue to enable the Dispatch Working Group to identify challenges and report findings to the Shared Services Committee. Sheriff Haley reviewed the work that has been accomplished in the Dispatch Working Group and discussed how the group's focus changed over time from consolidation to co-location.</p> <p>Sheriff Haley discussed the computer aided dispatch (CAD) to CAD approach to share and collect data. Sheriff Haley reported that the City of Reno has</p>	

applied for and received approval for a grant award to upgrade the Tiburon system, which would allow for a true CAD to CAD linkage and integration of all response data. Sheriff Haley requested approval to upgrade to the integrated CAD system. The Dispatch Working Group requested policymaker direction for continued empowerment of the working group, direction and milestones markers, and support for a true CAD to CAD link.

**Policy Maker Comments:**

**Councilwoman Jardon** asked Sheriff Haley whether there is an estimate for what the CAD to CAD link will cost and a time line for implementation. Reno Finance Director Robert Chisel said the proposed grant to upgrade the Tiburon CAD system is \$796,000, which includes bringing the City of Sparks onto the platform. The grant will cover the entire cost of implementation. The integration and implementation would take approximately a year. It will have to be a thoughtful and measured process.

**Commissioner Jung** questioned whether the CAD to CAD linkage would be necessary if the dispatch centers were co-located, and Mr. Chisel said that it would not be necessary. Mr. Chisel stated that the grant is from the Department of Homeland Security through the State of Nevada Division of Emergency Preparedness. **Commissioner Jung** questioned what the resistance was to co-location, and Sheriff Haley stated there was no resistance to co-location. The Dispatch Working Group was initially looking for consolidation of all the region's dispatch centers into one major center. That goal was not achievable for a variety of reasons. We were subsequently authorized to co-locate the services of those that wanted to co-locate at the present time. **Commissioner Jung** asked for a representative of REMSA to respond to her query.

REMSA President Jim Gubbels discussed how a virtual co-location eliminates the need for physical co-location. Mr. Gubbels stated that the system used by REMSA is a medical based PSAP and would need to be linked to Tiburon even if they were in the same physical location. REMSA has an extensive infrastructure in place in running its operations. **Commissioner Jung** questioned Mr. Gubbels about the ownership of its software and its dispatch center, and Mr. Gubbels stated that they are owned by REMSA. **Commissioner Jung** questioned whether the DBOH is responsible for REMSA's debt pursuant to the Franchise Agreement, and Mr. Gubbels responded that the only way the jurisdictions would be responsible for any debt incurred by REMSA was if they took over REMSA. **Commissioner Jung** asked legal counsel to confirm that understanding, and Deputy District Attorney Leslie Admirend stated that in fact the DBOH took over the Franchise, then REMSA's successor in interest would be responsible for the

debt, and if that successor in interest is the DBOH, then they would be the responsible entity. In any interim situation, the DBOH would be servicing REMSA's debt.

**Reno Councilwoman Hilary Schieve** asked if it would be beneficial to be co-located physically if CAD link went down. Mr. Gubbels stated that they are still different systems and would have to be linked to communicate.

**Sparks Councilwoman Ratti** asked Sheriff Haley about the report which was critical of the abilities of Reno Emergency Communications (ECOM) to handle medical calls. Sheriff Haley said that the issues in the report were based on an analysis done before co-location and were not associated with the TriData report. Sheriff Haley said he is comfortable with ECOM's ability to handle dispatch functionality across the broad spectrum, but until a unified software package allows each entity to see all data, we can only guess at how proficient we are at EMS management. **Sparks Councilwoman Ratti** said that co-location should consider a major emergency that would disable the facility and the ability to have a second location to provide redundancy. Sheriff Haley said REMSA would not provide that redundancy; the City of Sparks would if they come to the same PSAP and EMS platforms. **Sparks Councilwoman Ratti** confirmed that the grant award provides for Sparks to go on to the Tiburon platform and be that redundancy if the main dispatch center went down. **Sparks Councilwoman Ratti** said her main interest in the issue is governance and the need for transparent and unified reporting of data. Currently, there is limited opportunity for those in the governance function because of limited transparency of data. Sheriff Haley said that if the Dispatch Working Group is authorized to continue its work, it will move in the direction of a true CAD system that includes regional EMS capability and fully integrated data capture to enable policy makers and leadership the data necessary to facilitate regional decision making. We need to do that. It is achievable, and we are moving in that direction. **Sparks Councilwoman Ratti** stated that since Sheriff Haley asked for direction, it would be her recommendation to direct the working group to continue its work to a place where we have shared data. **Mayor Cashell** stated that no action will be taken on this item. Each matter should go back to each respective board.

**DBOH Chairman Smith** questioned Sheriff Haley about the CAD to CAD linkage and whether that would then be a two-way sharing of data. Sheriff Haley confirmed that understanding, and that Crystal reports can be written to extract the data which will answer virtually any question we have. **DBOH Chairman Smith** stated he supports what the Sheriff and the Dispatch

Working Group are trying to do. Without the data, we cannot tell where the problems are to be able to address them.

Sheriff Haley stated that Washoe County and the City of Reno have been on the Tiburon platform for many, many years. It is what he uses to run the Washoe County Sheriff's Office and to understand what occurs as to performance levels. Tiburon has functionality to allow the writing of custom reports to specifically address our decision making.

**County Commissioner Hartung** asked how we are going to proceed today as to taking action. **Sparks City Manager Clinger** clarified that the City of Reno did not agendize these items as action items, but the County and the City of Sparks did.

**Sparks Councilman Schmitt** asked if it is procedurally appropriate for the Councils to direct the working group since the Shared Services Committee formed the working group. Sheriff Haley said he believes the Dispatch Working Group has the right technical, legal, health, and human resources people to accomplish this work. **Sparks Councilman Smith** asked if they will be looking for a new emergency operations center or is Parr Blvd an acceptable site. Sheriff Haley said he is requesting the Department of Transportation place a building on the property of the current ECOM EOC for the purpose of creating a "fast center" that would allow for the data side of our industry to move forward. **Sparks Councilman Smith** asked how much that would cost and who would fund it. Sheriff Haley said it is being considered by the Department of Transportation, and the Governor is aware of the request. **Sparks Councilman Smith** heard the cost of a "fast center" is \$50 million.

**Reno Councilman Dortch** asked Sheriff Haley if there has been any discussion of making REMSA the primary EMS Dispatch Center, and Sheriff Haley reported that there has been that discussion, and it is the opinion of the entire working group that cities and counties are responsible for the emergency medical service provided to its citizen; therefore, REMSA should not be the point of entry for the call. **Reno Councilmember Dortch** asked why medical calls aren't immediately transferred to REMSA. There is approximately a two minute delay in that transfer and that is why Fire arrives on scene first the majority of the time. He believes it's a resource issue and the decision needs to be made as a public body.

Dr. Cohen reported he agrees with Sheriff Haley that the point of entry must be through the public safety PSAP. The CAD to CAD will assign those calls more quickly. The PRO AQ picks out those most important calls. Chairman

Smith asked if it would be appropriate to place protocols on fire before they roll, and Dr. Cohen stated that PRO QA already determines those priority calls. It is a local policy decision to be made by the stakeholders whether to roll fire on every call or not.

Reno Fire Chief Hernandez reported that currently there is a bifurcated system. Some calls go directly to REMSA and some calls go to the PSAP at Reno ECOM. We average 1' - 1'15" in transferring an EMS call to REMSA. We immediately dispatch an Engine Company, and that is why we arrive so quickly (in under 8 mins.). Our systems are complimentary. Chief Hernandez wants his staff to be trained to the level that REMSA's staff is trained and he wants the equipment to be compatible so that transfer time is minimal. He would advocate allowing the Dispatch Working Group to continue its good work.

**Sparks Councilwoman Ratti** stated that she wants to hear the presentation from the managers on all 38 recommendations rather than just hearing on dispatch before any decisions are made.

**Reno Councilwoman Jardon** asked for details on a recent article in the RJG about emergency calls, responses, and who cancels if fire is not needed. Chief Hernandez reported that 20% are Fire and 80% are EMS. It is a mutually beneficial activity that occurs. Either entity can cancel or downgrade depending on who arrives first and proceed accordingly. Chief Hernandez reported that a CAD to CAD link would certainly decrease that transfer time and response times.

**County Commissioner Hartung** advocated that it is necessary for a public safety agency to receive calls first to make sure that when an ambulance responds, they are arriving at a scene that has been cleared.

**Sparks Councilman Smith** said when a citizen is in distress, they do not care which EMS responds first. **Sparks Councilman Smith** said the City of Sparks wants to know when an emergency call is made and would not want it to go directly to REMSA.

**Commissioner Jung** asked how old the Tiburon platform is, and Daniel Johnson responded that it went live in 2001, and the current UNIX version end of life is 2015. **Commissioner Jung** asked Mr. Gubbels about REMSA's software, and Mr. Gubbels reported that REMSA's TriTech system is upgraded annually or biannually to keep it current. Tiburon and TriTech are compatible as long as we all keep current on our upgrades. **Commissioner**

TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
		<p><b>Jung</b> asked Mr. Gubbels to provide REMSA's monthly debt obligations to the District Board of Health at its next meeting. Mr. Gubbels agreed to do so.</p> <p><b>Reno Councilwoman Brekhus</b> questioned if the City of Reno will we need additional IT resources to do the Tiburon upgrade and was informed it can be done with current staffing levels.</p> <p><b>Councilwoman Ratti</b> clarified that if the discussion moves off Item No. 7 to hear Item No. 8 that they will return to Item No. 7 for a report from the managers on the remaining 38 recommendation in the TriData Report.</p> <p>A motion was made by <b>Sparks Councilwoman Ratti</b> on behalf of the City of Sparks that the managers continue to move forward in implementing the 38 recommendations as appropriate. Said motion carried.</p> <p>A motion was made by <b>County Commissioner Jung</b> on behalf of the Washoe County Board of Commissioners that the managers continue to move forward in implementing the 38 recommendations as appropriate. Said motion carried.</p>	<p>Councilwoman Zadra moved, seconded by Commissioner Jung, to direct the Managers to continue work on implementation of the 38 recommendations as appropriate.</p> <p><b><u>MOTION CARRIED</u></b></p>
8.	<p><b>Update from Staff of the Regional Emergency Medical Services Authority (REMSA), including, but not limited to, REMSA staff's response to the 2012 TriData Emergency Medical Systems Analysis Final Report.</b></p>	<p>REMSA and CareFlight President Jim Gubbels referenced the two additional consultant reports on the current EMS system and a cover letter included in the agenda packet and encouraged the Councils and Commissioners read them for additional information. Mr. Gubbels said there have been leadership changes at REMSA, and REMSA is committed to a renewed spirit of openness, transparency, and cooperation with an end goal to promote excellence in pre-hospital medical care. REMSA will be transparent in transactions with its partners and hopes for the same transparency and cooperation in return. REMSA welcomes the opportunity to work together to improve the overall system.</p> <p>Mr. Gubbels stated that he has reviewed all the previous EMS studies, and stated there are three common themes: 1) communication and dispatch; 2) medical direction; and 3) regional coordination and operation. Mr. Gubbels suggested several areas that can be reviewed and improved. Mr. Gubbels said REMSA would like to be able to participate in the manager's EMS Working Group, and he would like to build a spirit of mutual respect and cooperation and move forward. This region has a two-tiered system, working side by side. Fire First Response and REMSA Medical Response is a good system.</p>	

**Commissioner Hartung** said the inference from REMSA bringing in additional reports into this process is not cooperative. Mr. Gubbels said that the reports were commissioned prior to the TriData Report, and they were sharing information openly.

**Reno Councilwoman Zadra** stated that if nothing else collaboration is the most important thing to bring to the issue. **Councilwoman Zadra** stated there is a void in not having REMSA at the EMS Working Group meetings. All of the players need to be at the table. Because of lack of communication, there have been multiple reports coming out. We need to have all the partners including REMSA at that table in that critical evaluation and discovery period. They have not been, and that is a shortcoming.

Sparks City Manager Shaun Carey said the managers are moving in the direction consistent with actions and motions from elected bodies. The working group just recently heard from REMSA and will now include them in all the meetings. REMSA is the solution, and the group will use negotiations, working with a consensus approach. This is not one agency calling the shots. Elected officials need recommendations for these complex issues, including options and pros and cons.

The TriData Report identified 38 specific issues which can be summarized into three areas: dispatch, REMSA franchise, and EMS agency authority and oversight. From review of those issues, solutions will come to the 38 questions. Dr. Iser has been instrumental in providing information and providing a tool for this review. The answer is to say we need to address all 38 issues in the working group, including all parties, so that the elected officials have the necessary information to make decisions. REMSA will be an equal partner and stakeholder and will be a part of the working group that will bring back consensus recommendations with pros and cons with alternatives to consider. **Reno Councilwoman Zadra** again clarified that REMSA will be at the table in every meeting, and Sparks City Manager Carey confirmed that understanding.

**Reno Councilwoman Jardon** stated she appreciated the multiple reports with the additional perspectives since there are always multiple sides to every story. **Reno Councilwoman Jardon** asked Mr. Gubbels about medical supply exchange and REMSA's purchasing power, and Mr. Gubbels explained the history of that activity, reinforced that REMSA certainly has buying power and is willing to collaborate with Fire in that effort.

**County Commissioner Webber** thanked REMSA for coming to the table and being cooperative.

**Sparks Councilwoman Ratti** thanked REMSA and Mr. Gubbels for their participation and reiterated that her main concern is the ability to govern which requires transparency of data. **Sparks Councilwoman Ratti** wanted to confirm the willingness of REMSA to be transparent with all data that they can be, with all parties involved. At this time, data across the system or patient outcomes is not available, and that data is necessary to effectively govern. Mr. Gubbels said REMSA will be transparent with data, including financials; however, he requested reciprocity by Fire and that the reporting be done by fragile calculations rather than simple averages so that the data is actually comparable. Mr. Gubbels said he believes Regional EMS first response can be achieved.

**County Commissioner Jung** asked that REMSA come to the Shared Services Committee to move that buying and exchange process forward, and Mr. Gubbels responded that he needs to meet with the fire chiefs to identify those items that would be exchanged. The summation could come back to the Shared Services Committee. **County Commissioner Jung** requested that the airport fire department be included in future meetings also.

**County Commissioner Berkgigler** thanked the working groups for their work and REMSA for amicably coming to the table.

**Reno Councilwoman Schieve** asked Dr. Cohen how our EMS data collection system would rate from 1-10 as compared to the nation, and Dr. Cohen said about a 3 as would most agencies in the nation. Most EMS systems in the country are antiquated.

Sparks City Manager Carey said he believes the Managers, the Health District Health, and REMSA are in a position to take the TriData Report and move forward to find mutually acceptable negotiated changes that will serve our community well. The recommendation is to include reports from the EMS working group, which now includes REMSA, as part of the quarterly joint meetings going forward.

**Sparks Councilman Lawson** asked if the council could expect action items and a plan on how to accomplish them at the next meeting. City Manager Carey said the group will work to prepare a complete prioritization of the 38 recommendations and begin working from what is most important and move through all 38, and that process will begin at the next EMS meeting.



TIME / ITEM	SUBJECT / AGENDA	DISCUSSION	ACTION
		Sparks Councilman Lawson thanked Mr. Gubbels for his commitment to moving forward.	
9.	Public Comment	No public comment was presented.	
10.	Motion to Adjourn	There being no further business to come before the Board, the meeting was adjourned.	The meeting was adjourned at 11:00 a.m.

*Joseph P. Iser MD, DrPH, MSc*

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

*Peggy F. O'Neill*  
 \_\_\_\_\_  
 PEGGY F. O'NEILL,  
 RECORDING SECRETARY

## Proclamation

**WHEREAS**, The week of April 1-7 is National Public Health Week, and the theme is “**Public Health is Return On Investment (“ROI”): Saves Lives, Save Money;**” and

**WHEREAS**, Since 1995, the American Public Health Association, through its sponsorship of National Public Health Week, has educated the public, policy-makers, and public health professionals about issues important to improving the public’s health; and

**WHEREAS**, Preventing diseases before they start is critical to helping people live longer, healthier lives, while managing health-related costs; and

**WHEREAS**, Chronic diseases, such as heart disease, cancer, and diabetes, are responsible for millions of premature deaths each year; and

**WHEREAS**, Chronic diseases cause Americans to miss 2.5 billion days of work each year, resulting in lost productivity totaling more than \$1 trillion; and

**WHEREAS**, Investing just \$10 per person each year in proven, community-based public health efforts could save the nation more than \$16 billion within five years;

**WHEREAS**, Strong public health systems are critical for sustaining and improving community health; now, therefore, be it

**PROCLAIMED**, By the Washoe County District Board of Health that April 1-7, 2013, is designated as National Public Health Week 2013 in Washoe County, and the Board calls upon all residents of Washoe County to observe this week by helping our families, friends, neighbors, co-workers, and leaders better understand the importance of public health and adopt preventive lifestyle habits in light of this year’s theme, “**Public Health is ROI: Save Lives, Save Money.**”

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2013.

---

A.M. Smith, III, Chairman  
Washoe County District Board of Health



# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



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

DATE: March 28, 2013

TO: District Board of Health

FROM: Kevin Dick, Director, Air Quality Management

SUBJECT: Margaret Van Dyken – Case No. 1111  
Unappealed Citation No. 5352  
Agenda Item: 8. A. 1. a.

### Recommendation

Air Quality Management Staff recommends that Citation No. 5352 be upheld and a fine of \$2,500 be levied against Margret Van Dyken for failure to conduct a proper asbestos survey and provide notification to Air Quality Management prior to renovation activities conducted in a five unit apartment building located at 124 La Rue Avenue in Reno. Failure to comply with the asbestos testing and notification standards constitutes a major violation of the District Board of Health Regulations Governing Air Quality Management, specifically Section 030.105(B)(10) National Emission Standards for Hazardous Air Pollutants (NESHAP), Subpart M - Asbestos, which is implemented through Section 030.107 (A) Asbestos Sampling and Notification. This is a negotiated settlement.

Recommended Fine: \$5,450.00

Negotiated Fine: \$2,500.00

### Background

On January 22, 2013, Air Quality Specialist Suzanne Dugger was dispatched to 124 La Rue Avenue to investigate a complaint regarding the disturbance of possible asbestos containing materials associated with renovation activities. A records review conducted by the Air Quality Office Staff confirmed no asbestos testing or notification had been submitted for this address. Specialist Dugger met with Ms. Margret Van Dyken, owner of the property located at 124 La Rue Avenue, to obtain access to the unit being renovated.

Upon inspection of the unit, Specialist Dugger observed wall and flooring materials, which are both considered suspect asbestos containing materials, had been disturbed. Specialist Dugger inquired if any of the suspect materials had been tested for asbestos prior to being disturbed. Ms. Van Dyken stated that she was unaware of any such requirement and that she had hired her son to do the renovation work.

Specialist Dugger requested that all renovation work be halted immediately and that a certified asbestos consultant be hired to properly sample all building materials that had been or were going to be disturbed as part of the renovation. Ms. Van Dyken hired Mr. Gene Johnson, G & C Environmental, to conduct the asbestos survey. Mr. Johnson performed the sampling on January 24, 2013, and the subsequent results indicated that no asbestos was detected in any of the suspect building materials.

Based on the results of the inspection and asbestos sampling, Specialist Dugger issued Notice of Violation No. 5352 for a major violation of Section 030.107 (A) Asbestos Sampling and Notification.

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

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March 28, 2013

DBOH / Margaret Van Dyken / Case 1111

Page 2

### Settlement

On January 31, Senior Air Quality Specialist Dennis Cerfoglio conducted a negotiated settlement meeting attended by Specialist Dugger and Ms. Margaret Van Dyken. After careful consideration of all the facts in the case, Specialist Cerfoglio recommended that Citation No. 5352 be upheld with a fine of \$2,500, consisting of a \$2,300 monetary fine and attendance by either herself or her son to a 16 hour asbestos awareness class. Specialist Cerfoglio made the recommendation to attend the asbestos training in response to Ms. Van Dyken indicating that she intended to have her son renovate the other four units in the apartment building. Ms. Van Dyken stated that she did not have time to attend the asbestos class and that the fine was too high. Specialist Cerfoglio then recommended Ms. Van Dyken appeal the case to the Air Pollution Control Hearing Board and provided her with an appeal form and instructions on how to submit the appeal.

On February 4, 2013, the Air Quality Management office received a completed appeal form from Ms. Van Dyken requesting the matter be heard by the Air Pollution Control Hearing Board. On February 8, 2013, the Air Quality office received notice that, after consulting with her contractor, Ms. Van Dyken had changed her mind and decided to accept the \$2,500 fine without appeal. A Memorandum of Understanding was signed by all parties.

### Alternatives

1. The District Board of Health may determine that no violation of the Regulations has taken place and dismiss Citation No. 5352.
2. The Board may determine to uphold Citation No. 5352 and levy a fine in the range of \$0 to \$10,000 per day.

In the event the Board determines to change the penalty, the matter should be continued so that Margaret Van Dyken may be properly noticed.



Kevin Dick, Division Director  
Air Quality Management

KD/DC: ma



**NOTICE OF VIOLATION**

NOV 5352

DATE ISSUED: 1-31-2013

ISSUED TO: MARGARET VANDYKEN PHONE #: 741-1954

MAILING ADDRESS: 2470 FARETO LN. CITY/ST: RENO ZIP: 89511

NAME/OPERATOR: MARGARET VANDYKEN PHONE #: 741-1954

PERMIT NO. \_\_\_\_\_ COMPLAINT NO. \_\_\_\_\_

YOU ARE HEREBY OFFICIALLY NOTIFIED THAT ON 1-22-2013 (DATE) AT 3:30 P.M. (TIME), YOU ARE IN VIOLATION OF THE FOLLOWING SECTION(S) OF THE WASHOE COUNTY DISTRICT BOARD OF HEALTH REGULATIONS GOVERNING AIR QUALITY MANAGEMENT:

- |  |   |
|--|---|
| <input type="checkbox"/> MINOR VIOLATION OF SECTION: | <input 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 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 checked="" type="checkbox"/> OTHER <u>030.107(A)</u>     |

VIOLATION DESCRIPTION: FAILURE TO PERFORM 030.107(A) ASBESTOS SAMPLING & NOTIFICATION

LOCATION OF VIOLATION: 124 LA RUE DR. RENO NV. 89509

POINT OF OBSERVATION: SAMPLES OBTAINED BY C & G ENVIRONMENTAL  
CONFIRMED NO ASBESTOS IN DISTURBED BUILDING MATERIAL.

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 1-22-2013 (date) you are in violation of the section(s) cited above. You are hereby ordered to abate the above violation within IMMEDIATELY hours/days. You may contact the Air Quality Management Division to request a negotiated settlement meeting by calling (775) 784-7200. You are further advised that within 10 working days of the date of this Notice of Violation, you may submit a written petition for appeal to the Washoe County Health District, Air Quality Management Division, P.O. Box 11130, Reno, Nevada 89520-0027. Failure to submit a petition within the specified time will result in the submission of this Notice of Violation to the District Board of Health with a recommendation for the assessment of an administrative fine.

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

Signature: Margaret Vandyken Date: JAN 30, 2013

Issued by: Shanne Huser Title: AQS II

PETITION FOR APPEAL FORM PROVIDED



# WASHOE COUNTY HEALTH DISTRICT AIR QUALITY MANAGEMENT DIVISION



Public Health  
Prevent. Promote. Protect.

## MEMORANDUM OF UNDERSTANDING

### WASHOE COUNTY DISTRICT HEALTH DEPARTMENT AIR QUALITY MANAGEMENT DIVISION

Date: February 8, 2013

Company Name: Margaret Van Dyken  
Address: 124 La Bue Avenue  
Notice of Violation # 5352 Case # 111

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 030.107(A) Failure to conduct proper asbestos sampling & notification

A settlement of this matter has been negotiated between the undersigned parties resulting in a penalty amount of \$ 2,500.00. This settlement will be submitted to the District Board of Health for review at the regularly scheduled meeting on March 28, 2013.

The undersigned agrees to waive an appeal to the Air Pollution Control Hearing Board so this matter may be submitted directly to the District Board of Health for consideration.

Margaret Van Dyken  
Signature of Company Representative

MARGARET VANDYKEN  
Print Name

Linda Remaklus  
Title

[Signature]  
Witness

Dennis A. Cerfoglio  
Signature of District Representative

DENNIS A. CERFOGLIO  
Print Name

Sr. Air Quality Spec.  
Title

[Signature]  
Witness

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**AIR QUALITY MANAGEMENT - ADMINISTRATIVE PENALTY TABLE &  
RECOMMENDED FINE CALCULATION WORKSHEET  
DATED FEBRUARY 8, 2013**

# Administrative Penalty Table

## Air Quality Management Division Washoe County Health District

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

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

### II. Major Violations - Section 020.040

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

### III. Major Violations - Section 030.107 Asbestos

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



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

Company Name Margaret Van Dyken  
Contact Name \_\_\_\_\_

Case 1111 NOV 5352 Complaint CMP13-0007

Violation of Section 030.107 (A)

I. Base Penalty as specified in the Penalty Table = \$ 5,000<sup>00</sup>

II. Severity of Violation

A. Public Health Impact

1. Degree of Violation

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

Minor - 0.5    Moderate - 0.75    Major - 1.0    Adjustment Factor 1.0

2. Toxicity of Release

Criteria Pollutant - 1x  
Hazardous Air Pollutant - 2x    Adjustment Factor —

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

Negligible - 1x    Moderate - 1.5x    Significant - 2x    Adjustment Factor 1.0

Total Adjustment Factors (1 x 2 x 3) = 1.0

B. Adjusted Base Penalty <sup>00</sup>

Base Penalty \$ 5,000<sup>00</sup> x Adjustment Factor 1.0 = \$ 5,000

C. Multiple Days or Units in Violation

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

D. Economic Benefit

Avoided Costs \$ 460 + Delayed Costs \$ \_\_\_\_\_ = \$ 460

Recommended Penalty Subtotal

Adjusted Base Penalty \$ 5,000 + Economic Benefit \$ 460 = \$ 5,460

### III. Penalty Adjustment Consideration

A. Degree of Cooperation (0 – 25%) +/- -20 %

B. Mitigating Factors (0 – 25%) +/- -25 %

1. Negotiated Settlement
2. Ability to Pay
3. Other (explain)

C. Compliance History

No Previous Violations (0 – 10%) - 10 %

Similar Violation in Past 12 months (25 - 50%) + \_\_\_\_\_ %

Similar Violation within past 3 year (10 - 25%) + \_\_\_\_\_ %

Previous Unrelated Violation (5 – 25%) + \_\_\_\_\_ %

**Total Penalty Adjustment Factors** – sum of A, B, & C -55 %

### IV. Recommended/Negotiated Fine

Penalty Adjustment:

$$\begin{array}{r} \$ 5,460^{00} \\ \text{Penalty Subtotal} \\ \text{(From Section II)} \end{array} \times \begin{array}{r} -55 \% \\ \text{Total Adjustment Factors} \\ \text{(From Section III)} \end{array} = \begin{array}{r} \$ 3,003^{00} \\ \text{Total Adjustment Value} \end{array}$$

Additional Credit for Environmental Investment/Training \_\_\_\_\_

Adjusted Penalty:

$$\begin{array}{r} \$ 5,460^{00} \\ \text{Penalty Subtotal} \\ \text{(From Section II)} \end{array} +/- \begin{array}{r} \$ -3,003^{00} \\ \text{Total Adjustment Value} \\ \text{(From Section III + Credit)} \end{array} = \begin{array}{r} \$ 2,500^{00} \\ \text{Recommended/Negotiated} \\ \text{Fine} \end{array}$$

Dennis Cerfoglio  
Air Quality Specialist

Feb. 8, 2013  
Date

COMPLAINT INVESTIGATION REPORT  
Washoe County Air Quality Management Division

Complaint Number: **CMP13-0007**

Complaint Status: NOV

Source of Complaint: CITIZEN

Complaint Type: ASBESTOS

Date Received: 01/22/2013

Time: 10:11:00 AM

Inspector: SDUGGER

Inspector Area: 3

Complaint Description: NOV CITATION 5352, CASE 1111 - POSSIBLE ASBESTOS VIOLATION - SON OF LANDLORD TEARING OUT TILE, FLOORS & WALLS

Address:

Location: 124 LA RUE AVENUE, RENO

Parcel Number:

Related Permit Number:

Complainant:

ANONYMOUS

Responsible Party:

MARGARET VANDYKEN  
LL LA RUE APARTMENTS  
118-124 LA RUE AVENUE  
RENO NV 89509  
775-741-1954

Investigation:

1-22-2013 I arrived on site at 3:30 and met with the, owner, Margaret VanDyken, and gained access to unit #124. Inside unit #124 the flooring, vinyl sheet flooring, and walls, have been removed and disturbed. I informed Margaret that she needed to stop all work immediately and that she needed to have all suspect materials sampled for asbestos by a certified asbestos consultant. Any material that has been disturbed that comes back positive for asbestos will have to be further removed by an asbestos abatement contractor. Currently all removal work has been performed by Ms. VanDyken's son Fredrick VanDyken.

1-23-2013 According to Ms. VanDyken she has hired Gene Johnson of C & G Environmental to sample any suspect materials. Currently I am waiting for the results.

1-24-2013 Lab results indicate that all samples came back negative for asbestos. Issued NOV Citation # 5253 for violation of 030.107 (A).

2-6-2013 I spoke with Ms. VanDyken today and informed her that due to equipment failure I was unable to take photographs of the interior of unit #124 during our original meeting on January 22, 2013. So I asked Ms. VanDyken today if she would be willing to meet me on site so that I could take pictures of the interior of unit #124. Based on my request Ms. VanDyken stated that she would need to consult with someone before she decided if she would let me photograph the interior of unit

#124. I asked Ms. VanDyken to please let me know one way or another if I can gain access to the property again to take photographs. I never heard back from Ms. VanDyken.

Enforcement Activities

Warning Citation...:  
NOV.....: 01/31/2013

Citation Number: 5352  
NOV Number....: 0  
Case Number.....: 1111  
Amount.....: \$0.00

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

Amount.....: \$0.00

Status Information

Initialized By.....: MAMES  
Date Assigned.....: 01/22/2013

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

ASBESTOS TEM LABORATORIES INC - ASBESTOS ANALYTICAL REPORT  
DATED FEBRUARY 5, 2013 FOR SAMPLES TAKEN JANUARY 24, 2013  
BY C & G ENVIRONMENTAL CONSULTING INC. AT THE PROPERTY LOCATED AT  
118 LA RUE AVENUE, UNIT 124, RENO NV 89509



# C & G Environmental Consulting, Inc.

---

February 5, 2013  
C&G Environmental Project No. 01012413

Margaret VanDyken  
2470 Faretto Lane  
Reno, Nevada 89511

**RE: LIMITED ASBESTOS CONTAINING MATERIAL INSPECTION AND  
ASSESSMENT: 118 LA RUE AVENUE, UNIT #124, RENO, NEVADA**

Dear Ms. VanDyken:

C&G Environmental Consulting is pleased to submit this report that summarizes the results of a limited asbestos containing material (ACM) inspection and assessment in a five-plex apartment building which is located at 118 La Rue Ave., Unit #124, in Reno, Nevada.

## 1.0 SCOPE OF SERVICES

On January 24, 2013, an EPA accredited, and State of Nevada licensed asbestos inspector from C&G Environmental Consulting conducted a limited asbestos inspection and assessment at the above referenced location for the purpose of determining if asbestos was present in suspect building materials that visually appeared to have been disturbed during a renovation project. Four (4) representative bulk samples were collected and analyzed of materials identified to have the potential to contain asbestos.

Suspect materials that were sampled during this inspection included; wall mastic, skim coat, wall plaster, drywall backer board and floor tile with mastic. The wall material samples were collected from areas that showed signs of disturbance in the bathroom, living room and kitchen areas, and the flooring sample was collected from the edge of a cut-out area of flooring in the living room.

This inspection was conducted in accordance with accepted EPA and OSHA regulations. All samples collected were submitted under approved chain-of-custody protocol, and analyzed at Asbestos TEM Laboratories, in Sparks, Nevada. The suspect ACM samples were analyzed for asbestos fibers utilizing Polarized Light Microscopy (PLM). The laboratory analytical reports are attached in Appendix A, and the chain of custody record is provided in Appendix B. Approximate sample locations of bulk samples are depicted in Figure 1 (attached).

## 2.0 ASBESTOS ANALYTICAL RESULTS

In accordance with OSHA 29 CFR 1926.1101 and NESHAPS 40 CFR 61.141 the definition of an asbestos containing material is "any material which contains more than one percent asbestos by weight".

Analytical results of the bulk samples collected during this inspection were all "None Detected" for containing asbestos. As a result, C&G Environmental Consulting summarizes that no further asbestos related activities are required for the materials that were sampled and analyzed during this inspection.

These sample results are limited to the materials that were identified and sampled during this inspection. If additional materials are discovered that have not been sampled, they would require additional sampling and analysis.

## 3.0 LIMITATIONS

C&G Environmental Consulting is not responsible for any claims or damages associated with the interpretation of information provided during this inspection. This report should not be regarded as a guarantee that no further asbestos exists beyond that which was suspected and sampled during this inspection. In addition, asbestos is usually not distributed evenly throughout a particular material and C&G Environmental Consulting cannot guarantee that all materials sampled are exactly as represented throughout the entire building. In the event renovation or demolition activities uncover materials that were previously hidden or inaccessible during the time of this inspection, then additional sample collection and analysis would be required. In the event asbestos containing materials that were previously hidden or inaccessible during the time of this inspection are disturbed and an asbestos exposure occurs, C&G Environmental Consulting shall be held harmless and will not be responsible for any claims made, financial or otherwise.

C&G Environmental Consulting makes no warranties or guarantees as to the accuracy or completeness of information obtained from, provided by, or compiled by others. It is possible that information exists beyond the scope of this investigation. This report is not a legal opinion. The services performed by C&G Environmental Consulting have been conducted in a manner consistent with the level of care ordinarily exercised by members of our profession currently licensed by the State of Nevada to perform this work, and practicing under similar conditions. No other warranty, expressed or implied, is made.

#### 4.0 CLOSURE

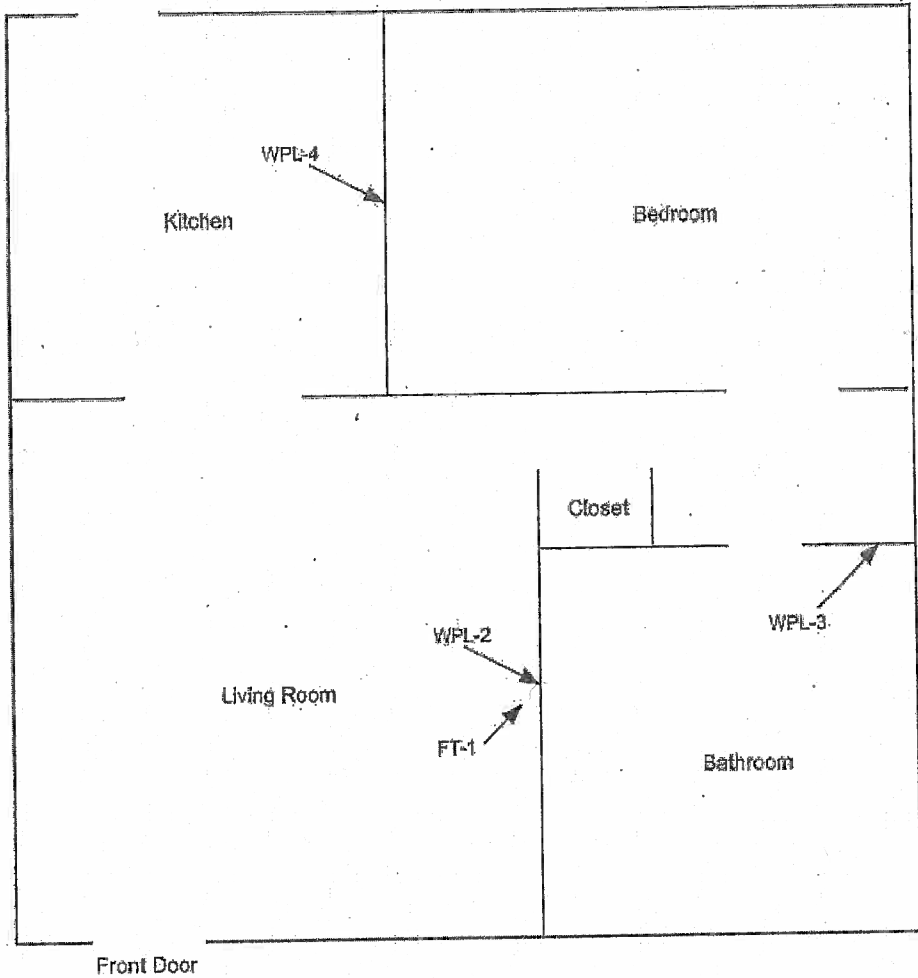
We appreciated the opportunity to provide this service for you. Should you have any questions regarding the contents of this report, or need additional information, please contact us at your convenience.

Respectfully Submitted,  
C&G ENVIRONMENTAL CONSULTING, INC.



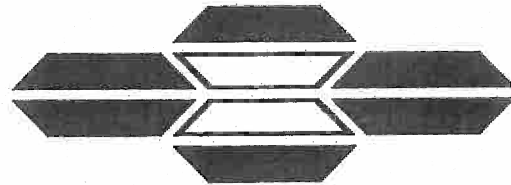
Gene E. Johnson  
Project Director  
Asbestos Consultant License No. IJPM0604





(Not To Scale)

<b>C&amp;G Environmental Consulting, Inc.</b>			
<b>Figure 1</b> Approximate Location of Bulk Samples 118 La Rue Avenue, Reno			
Project No: 03012413	Client: M. VanDyken	Date: 2-5-13	By: G. Johnson



**ASBESTOS TEM LABORATORIES, INC.**

**EPA Method 600/R-93/116  
Polarized Light Microscopy  
Analytical Report**

**Report No. 121432**

1350 Freeport Blvd., Unit 104  
Sparks, NV 89431  
(775) 359-3377  
FAX (775) 359-2798

*With Main Office Located At:*  
630 Bancroft Way, Berkeley, CA 94710  
Ph. (510) 704-8930 Fax (510) 704-8929

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ASBESTOS TEM LABORATORIES, INC

Accredited by  
U.S. Dept. of Commerce  
**NVLAP**<sup>®</sup>  
NVLAP Lab Code 200104-0

Jan-24-13

Mr. Gene Johnson  
C & G Environmental Consulting, LLC  
P.O. Box 5298  
Reno, NV 89513

RE: LABORATORY JOB # 867-###  
Polarized light microscopy analytical results for 4 bulk sample(s) with 8 sample split(s)  
Job Site: 118 La Rue Avenue, Unit #124  
Job No.: 01012413  
Report No.: 121432

Enclosed please find the bulk material analytical results for one or more samples submitted for asbestos analysis. The analyses were performed in accordance with EPA Method 600/R-93/116 or 600/M4-82-020 for the determination of asbestos in bulk building materials by polarized light microscopy (PLM). Please note that while PLM analysis is commonly performed on non-friable and fine grained materials such as floor tiles and dust, the EPA method recognizes that PLM is subject to limitations. In these situations, accurate results may only be obtainable through the use of more sophisticated and accurate techniques such as transmission electron microscopy (TEM) or X-ray diffraction (XRD).

Prior to analysis, samples are logged-in and all data pertinent to the sample recorded. The samples are checked for damage or disruption of any chain-of-custody seals. A unique laboratory ID number is assigned to each sample. A hard copy log-in sheet containing all pertinent information concerning the sample is generated. This and all other relevant paper work are kept with the sample throughout the analytical procedures to assure proper analysis.

Each sample is opened in a class 100 HEPA negative air hood. A representative sampling of the material is selected and placed onto a glass microscope slide containing a drop of refractive index oil. The glass slide is placed under a polarizing light microscope where standard mineralogical techniques are used to analyze and quantify the various materials present, including asbestos. The data is then compiled into standard report format and subjected to a thorough quality assurance check before the information is released to the client.

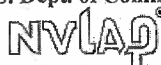
For possible future reference, samples are normally kept on file for one year.

Sincerely Yours,

Laboratory Analyst  
ASBESTOS TEM LABORATORIES, INC.

--- These results relate only to the samples tested and must not be reproduced, except in full, with the approval of the laboratory. This report must not be used to claim product endorsement by NVLAP or any other agency of the U.S. Government. ---

**APPENDIX A**  
**Laboratory Analytical Results**



# POLARIZED LIGHT MICROSCOPY

## ANALYTICAL REPORT

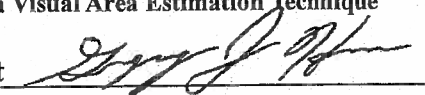
EPA Method 600/R-93/116 or 600/M4-82-020

Contact: Mr. Gene Johnson	Samples Indicated: 4	Report No. <b>121432</b>
Address: C & G Environmental Consulting, P.O. Box 5298 Reno, NV 89513	Reg. Samples Analyzed: 4	Date Submitted: Jan-24-13
	Split Layers Analyzed: 8	Date Reported: Jan-24-13
Job Site / No. 118 La Rue Avenue, Unit #124 01012413		

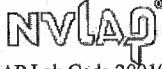
SAMPLE ID	ASBESTOS TYPE	OTHER DATA 1) Non-Asbestos Fibers 2) Matrix Materials 3) Date/Time Collected 4) Date Analyzed	DESCRIPTION
			FIELD LAB
FT-1. Lab ID # 867-01663-001A	None Detected	1)40-50% Cellulose 2)50-60% Plast, Calc, Other m.p.	Floor Tile / Mastic, See Site Plan
		3)                                  4) Jan-24-13	Sheet Floor/Backing-Brown/Grey
FT-1. Lab ID # 867-01663-001B	None Detected	1)5-10% Cellulose 2)90-95% Tar, Bndr, Calc, Other m.p.	Floor Tile / Mastic, See Site Plan
		3)                                  4) Jan-24-13	Mastic-Brown
WPL-2. Lab ID # 867-01663-002A	None Detected	1)1-5% Cellulose 2)95-99% Calc, Gyp, Qtz, Other m.p.	Skim Coat / Plaster / Drywall, See Site Plan
		3)                                  4)Jan-24-13	Skim Coat-Green
WPL-2. Lab ID # 867-01663-002B	None Detected	1)1-5% Cellulose 2)95-99% Gyp, Qtz, Mica, Other m.p.	Skim Coat / Plaster / Drywall, See Site Plan
		3)                                  4)Jan-24-13	Plaster-Grey
WPL-2. Lab ID # 867-01663-002C	None Detected	1)5-10% Cellulose 2)90-95% Gyp, Other m.p.	Skim Coat / Plaster / Drywall, See Site Plan
		3)                                  4)Jan-24-13	Drywall-White/Tan
WPL-3. Lab ID # 867-01663-003A	None Detected	1)1-5% Cellulose 2)95-99% Gyp, Calc, Other m.p.	Skim Coat / Plaster / Drywall, See Site Plan
		3)                                  4)Jan-24-13	Mastic-White/Brown
WPL-3. Lab ID # 867-01663-003B	None Detected	1)<1% Cellulose 2)100-100% Gyp, Calc, Other m.p.	Skim Coat / Plaster / Drywall, See Site Plan
		3)                                  4)Jan-24-13	Skim Coat-White
WPL-3. Lab ID # 867-01663-003C	None Detected	1)1-5% Cellulose 2)95-99% Gyp, Qtz, Mica, Other m.p.	Skim Coat / Plaster / Drywall, See Site Plan
		3)                                  4)Jan-24-13	Plaster-Grey
WPL-3. Lab ID # 867-01663-003D	None Detected	1)5-10% Cellulose 2)90-95% Gyp, Other m.p.	Skim Coat / Plaster / Drywall, See Site Plan
		3)                                  4)Jan-24-13	Drywall-White/Tan
WPL-4. Lab ID # 867-01663-004A	None Detected	1)<1% Cellulose 2)100-100% Gyp, Calc, Other m.p.	Skim Coat / Plaster / Drywall, See Site Plan
		3)                                  4)Jan-24-13	Skim Coat-White

Detection Limit of Method is Estimated to be 1% Asbestos Using a Visual Area Estimation Technique

Laboratory Analyst



Greg Hanes



# POLARIZED LIGHT MICROSCOPY ANALYTICAL REPORT

EPA Method 600/R-93/116 or 600/M4-82-020

Contact: Mr. Gene Johnson	Samples Indicated: 4	Report No. 121432
Address: C & G Environmental Consulting, P.O. Box 5298 Reno, NV 89513	Reg. Samples Analyzed: 4	Date Submitted: Jan-24-13
	Split Layers Analyzed: 8	Date Reported: Jan-24-13
Job Site / No. 118 La Rue Avenue, Unit #124 01012413		

SAMPLE ID	ASBESTOS TYPE	OTHER DATA		DESCRIPTION
		1) Non-Asbestos Fibers	2) Matrix Materials	FIELD LAB
WPL-4. Lab ID # 867-01663-004B	None Detected	1) 1-5% Cellulose	2) 95-99% Gyp, Qtz, Mica, Other m.p.	Skim Coat / Plaster / Drywall, See Site Plan
		3)	4) Jan-24-13	Plaster-Grey
WPL-4. Lab ID # 867-01663-004C	None Detected	1) 5-10% Cellulose	2) 90-95% Gyp, Other m.p.	Skim Coat / Plaster / Drywall, See Site Plan
		3)	4) Jan-24-13	Drywall-White/Tan
Lab ID #		1)	2)	
		3)	4)	
Lab ID #		1)	2)	
		3)	4)	
Lab ID #		1)	2)	
		3)	4)	
Lab ID #		1)	2)	
		3)	4)	
Lab ID #		1)	2)	
		3)	4)	
Lab ID #		1)	2)	
		3)	4)	
Lab ID #		1)	2)	
		3)	4)	

Detection Limit of Method is Estimated to be 1% Asbestos Using a Visual Area Estimation Technique

Laboratory Analyst

Greg Hanes

# C&G ENVIRONMENTAL CONSULTING, INC.

P.O. Box 19476

Reno, NV 89511

Ph: (775) 746-3838

Fax: (775) 787-6846

## \*\*\* BULK SAMPLE SUBMISSION FORM / CHAIN-OF-CUSTODY REPORT \*\*\*

Analysis Type: PUM Point Count TFM Lead

Turnaround: 4-hrs 8-hrs 24-hrs 2 Days 3 Days 2 hrs

Job Site: 118 LA RUE AVE, Unit # 124 Job No: 01012413

P.O. #: \_\_\_\_\_ Contact person: \_\_\_\_\_

Sample number	Location	Description
FT-1	SEE SITE PLAN	Floor Tile / Masonry
WPL-2	" "	SKIN Coat / Plaster / Drywall
WPL-3	" "	" "
WPL-4	" "	" "

Special Instructions: \_\_\_\_\_

Relinquished By	Date / Time	Received By	Date / Time
Name/Company: <u>Gene R Johnson, C&amp;G Env. Consult</u>	<u>1-24-13</u>	Name/Company: <u>Sue Ebelich-John</u>	<u>1/24/13</u>
Signature: <u>[Signature]</u>	<u>9:58am</u>	Signature: <u>[Signature]</u>	<u>9:58am</u>
Name/Company: _____	_____	Name/Company: _____	_____
Signature: _____	_____	Signature: _____	_____

Send Original to Lab - Keep Yellow Copy



# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



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

DATE: March 28, 2013

TO: District Board Health

FROM: Kevin Dick, Director, Air Quality Management

SUBJECT: Golden Flower Restaurant – Case No. 1112  
Unappealed Citation No. 5324  
Agenda Item: 8. A. 1. b.

### Recommendation

Air Quality Management Staff recommends that Citation No. 3524 be upheld and a fine of \$5,000 be levied against Golden Flower Restaurant for failure to notify Air Quality Management prior to the removal of an asbestos containing material from a commercial building. Failure to provide proper notification constitutes a major violation of the District Board of Health Regulations Governing Air Quality Management, specifically Section 030.105(B)(10) National Emission Standards for Hazardous Air Pollutants (NESHAP), Subpart M - Asbestos, which is implemented through Section 030.107 (A) Asbestos Sampling and Notification. This is a negotiated settlement.

Recommended Fine: \$13,200.00

Negotiated Fine: \$5,000.00

### Background

On February 22, 2013, Air Quality Permitting & Enforcement Branch Chief Charlene Albee received an anonymous complaint regarding the improper removal of an asbestos containing material at the Golden Flower Restaurant located at 205 West Fifth Street in Reno. The complainant identified EICS as the company that performed the asbestos survey. Chief Albee contacted Larry Thir of EICS to confirm they had performed a survey at the Golden Flower and requested a copy of the report. A faxed copy of the survey, which was performed on May 4, 2012, confirmed the spray acoustic ceiling material contained 5% to 10% chrysotile asbestos. A staff review of the Air Quality records determined no notification had been submitted for the removal of the asbestos containing materials.

Specialist II Michael Osborn was dispatched to 205 West Fifth Street to conduct an inspection of the facility to determine if any asbestos removal had occurred. Upon entering the restaurant, Specialist Osborn observed the spray acoustic ceiling material had been removed. Specialist Osborn immediately introduced himself to Mr. Cam Thai, owner of the restaurant, and explained the purpose of his inspection. Based on the potential for an asbestos contamination, Specialist Osborn informed Mr. Thai that he would have to immediately close down the restaurant and ask his customers to leave. After the customers were evacuated, the kitchen was also shut down and the employees were instructed to leave the building. A STOP WORK order was posted at the front and rear doors identifying improper removal of asbestos as the justification for the closure.

After clearing the building, Specialist Osborn interviewed Mr. Long Thai, the owner's son, to get a detailed summary of how the ceiling materials were removed and by whom. Specialist Osborn was informed that Van Thai, the owner's daughter, had hired Mr. David Walker from a Craig's List advertisement to remove the spray acoustic ceiling material.

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

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

Printed on Recycled Paper



March 28, 2013

DBOH / Golden Flower Restaurant / Case 1112

Page 2

Specialist Osborn instructed Mr. Long Thai to hire an asbestos consultant to perform aggressive air sampling to make sure the facility was safe for both his customers and employees to reoccupy before the Stop Work Order would be removed.

On February 23, 2013, Gene Johnson of C&G Environmental Consulting Inc. conducted aggressive air sampling in the restaurant. Working through Mr. Johnson, Mr. Thai agreed to pay to have the analytical laboratory open on Saturday to analyze the air samples. The results of the laboratory analysis indicated the concentration of asbestos fibers was well below the regulatory clearance level for reoccupation. Upon receiving the air clearance results from Mr. Johnson, Specialist Osborn met with Mr. Cam Thai and family at the restaurant to remove the STOP WORK Order and reopen the facility.

Based on the results of the asbestos sampling and air clearance testing, Specialist Osborn issued Citation No. 5324 for a major violation of Section 030.107(A) Asbestos Sampling and Notification.

### **Settlement**

On February 26, 2013, Senior Air Quality Specialist Dennis Cerfoglio conducted a negotiated settlement meeting attended by AQ Specialist Osborn, Mr. Cam Thai, his daughter Van Thai, and her fiancé. After careful consideration of all of the facts in the case, Specialist Cerfoglio recommended that Citation #5324 be upheld with a fine of \$5,000. A Memorandum of Understanding was signed by all parties.

### **Alternatives**

1. The District Board of Health may determine that no violation of the Regulations has taken place and dismiss Citation No. 5324.
2. The Board may determine to uphold Citation No. 5324 and levy a fine in the range of \$0 to \$10,000 per day.

In the event the Board determines to change the penalty, the matter should be continued so that Golden Flower Restaurant 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 5324

DATE ISSUED: Feb 23, 13

ISSUED TO: Golden Flower Restaurant PHONE #: 323-1628

MAILING ADDRESS: 205 West 5<sup>th</sup> St. CITY/ST: Reno, NV ZIP: 89503

NAME/OPERATOR: Cam Thai PHONE #: Same

PERMIT NO. none COMPLAINT NO. CMP13-0024

YOU ARE HEREBY OFFICIALLY NOTIFIED THAT ON 02-22-13 (DATE) AT 4:30 p.m. (TIME), YOU ARE IN VIOLATION OF THE FOLLOWING SECTION(S) OF THE WASHOE COUNTY DISTRICT BOARD OF HEALTH REGULATIONS GOVERNING AIR QUALITY MANAGEMENT:

- |  |   |
|--|---|
| <input type="checkbox"/> MINOR VIOLATION OF SECTION: | <input 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 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 checked="" type="checkbox"/> OTHER <u>030.107A</u>       |

VIOLATION DESCRIPTION: Failure to notify of Asbestos removal at above location. Namely popcorn ceiling material which contains 5-10% asbestos

LOCATION OF VIOLATION: 205 West 5<sup>th</sup>, Reno, NV

POINT OF OBSERVATION: on site

Weather: W14 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 02-22-13 (date) you are in violation of the section(s) cited above. You are hereby ordered to abate the above violation within 5 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: 2-23-13

Issued by: [Signature] Title: AQSI

**PETITION FOR APPEAL FORM PROVIDED**

# STOP WORK

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

DATE 2-22-13 TIME 4:34 p.m.  
OWNER/OPERATOR \_\_\_\_\_  
ADDRESS 205 West 4th St. Reno, NV  
EQUIPMENT DESCRIPTION \_\_\_\_\_

NOTICE OF VIOLATION # \_\_\_\_\_ DATE 2-22-13

- 30.105 Asbestos Removal
- 40.080 Gas Station Operations
- 30.200 Source Operations Without Permit

POSTED ON THE  
FRONT DOOR

VIOLATION SECTION Improper removal  
of asbestos

YOU HAVE BEEN DULY NOTIFIED OF THIS VIOLATION AND ARE HEREBY ORDERED TO CEASE CONSTRUCTION, INSTALLATION, ALTERATION, OR OPERATION OF THIS SOURCE.

FAILURE TO CONFORM MAY RESULT IN A FINE OF UP TO \$10,000 PER DAY AS LEVIED BY THE DISTRICT BOARD OF HEALTH PURSUANT TO THE AIR POLLUTION CONTROL REGULATIONS FOR RENO, SPARKS, AND WASHOE COUNTY.

By [Signature] Inspector

UNLAWFUL TO REMOVE THIS TAG

# STOP WORK

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

DATE 2-22-13 TIME 4:35 p.m.  
OWNER/OPERATOR 205 West 4th St.  
ADDRESS \_\_\_\_\_  
EQUIPMENT DESCRIPTION Restaurant

NOTICE OF VIOLATION # \_\_\_\_\_ DATE 2-22

- 30.105 Asbestos Removal
- 40.080 Gas Station Operations
- 30.200 Source Operations Without Permit

POSTED ON THE  
BACK DOOR

VIOLATION SECTION Improper removal  
by asbestos

YOU HAVE BEEN DULY NOTIFIED OF THIS VIOLATION AND ARE HEREBY ORDERED TO CEASE CONSTRUCTION, INSTALLATION, ALTERATION, OR OPERATION OF THIS SOURCE.

FAILURE TO CONFORM MAY RESULT IN A FINE OF UP TO \$10,000 PER DAY AS LEVIED BY THE DISTRICT BOARD OF HEALTH PURSUANT TO THE AIR POLLUTION CONTROL REGULATIONS FOR RENO, SPARKS, AND WASHOE COUNTY.

By [Signature] Inspector

UNLAWFUL TO REMOVE THIS TAG



# DISTRICT HEALTH DEPARTMENT AIR QUALITY MANAGEMENT DIVISION

## MEMORANDUM OF UNDERSTANDING

AIR QUALITY MANAGEMENT DIVISION  
WASHOE COUNTY HEALTH DISTRICT

Date: February 26, 2013  
Company Name: Golden Flower Restaurant  
Company Address: 205 West Fifth Street  
Notice of Violation No.: 5324 Case No.: 1112  
Location of Violation: 205 West Fifth Street

The staff of the Air Quality Management Division of the Washoe County Health District issued the above referenced Citation for the violation of Regulation: 030.107 A  
Failure to give notification of asbestos removal  
5% to 10% chrysotile in popcorn ceiling material.

A settlement of this matter has been negotiated between the undersigned parties resulting in a penalty amount of \$ 5,000<sup>00</sup>. This settlement will be submitted to the District Board of Health for review at the regularly scheduled meeting on March 28, 2013.

[Signature]  
Signature of Company Representative

van Thai  
Print Name

manager  
Title

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Witness

Dennis A. Cerfoglio  
Signature of District Representative

DENNIS A. CERFOGLIO  
Print Name

Sr. Air Quality Specialist  
Title

[Signature]  
Witness

\_\_\_\_\_  
Witness

**AIR QUALITY MANAGEMENT - ADMINISTRATIVE PENALTY TABLE &  
RECOMMENDED FINE CALCULATION WORKSHEET  
DATED FEBRUARY 26, 2013**

## Administrative Penalty Table

### Air Quality Management Division Washoe County Health District

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

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

#### II. Major Violations - Section 020.040

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

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

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

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

Company Name Golden Flower Restaurant  
Contact Name Van Thai

Case 1112 NOV 5324 Complaint CMP13-0024

Violation of Section 030.107 A

I. Base Penalty as specified in the Penalty Table = \$ 5,000<sup>00</sup>

II. Severity of Violation

A. Public Health Impact

1. Degree of Violation  
(The degree of which the person/company has deviated from the regulatory requirements)  
Minor - 0.5 Moderate - 0.75 Major - 1.0 Adjustment Factor 1.0

2. Toxicity of Release  
Criteria Pollutant - 1x  
Hazardous Air Pollutant - 2x Adjustment Factor 2x

3. Environmental/Public Health Risk (Proximity to sensitive environment or group)  
Negligible - 1x Moderate - 1.5x Significant - 2x Adjustment Factor 1.0

Total Adjustment Factors (1 x 2 x 3) = 2.0

B. Adjusted Base Penalty <sup>00</sup>  
Base Penalty 5,000<sup>00</sup> x Adjustment Factor 2.0 = \$ 10,000<sup>00</sup>

C. Multiple Days or Units in Violation  
Adjusted Penalty 10,000<sup>00</sup> x Number of Days or Units 1 = \$ 10,000<sup>00</sup>

D. Economic Benefit  
Avoided Costs \$ 3,200 + Delayed Costs \$ 1 = \$ 3,200<sup>00</sup>

Penalty Subtotal -  
Adjusted Base Penalty \$ 10,000 + Economic Benefit \$ 3,200 = \$ 13,200<sup>00</sup>

### III. Penalty Adjustment Consideration

A. Degree of Cooperation (0 - 25%) +/- 25 %

B. Mitigating Factors (0 - 25%) +/- 25 %

1. Negotiated Settlement
2. Ability to Pay
3. Other (explain)

### C. Compliance History

No Previous Violations (0 - 10%) - 10 %

Similar Violation in Past 12 months (25 - 50%) + \_\_\_\_\_ %

Similar Violation within past 3 year (10 - 25%) + \_\_\_\_\_ %

Previous Unrelated Violation (5 - 25%) + \_\_\_\_\_ %

**Total Penalty Adjustment Factors** - sum of A, B, & C -60 %

### IV. Recommended Fine

Penalty Adjustment:

$$\begin{array}{r} \$ 13,200^{00} \\ \hline \text{Penalty Subtotal} \\ \text{(From Section II)} \end{array} \times \begin{array}{r} 60 \\ \hline \text{Total Adjustment Factors} \\ \text{(From Section III)} \end{array} = \begin{array}{r} \$ 7,920^{00} \\ \hline \text{Total Adjustment Value} \end{array}$$

Additional Credit for Environmental Investment/Training

\$ 280<sup>00</sup> Lab Fees

Adjusted Penalty:

$$\begin{array}{r} \$ 13,200^{00} \\ \hline \text{Penalty Subtotal} \\ \text{(From Section II)} \end{array} +/- \begin{array}{r} \$ 8,200^{00} \\ \hline \text{Total Adjustment Value} \\ \text{(From Section III + Credit)} \end{array} = \begin{array}{r} \$ 5,000^{00} \\ \hline \text{Recommended Fine} \end{array}$$

Dennis C. Foglio  
Air Quality Specialist

2-26-2013  
Date



COMPLAINT INVESTIGATION REPORT  
Washoe County Air Quality Management Division

Complaint Number: **CMP13-0024**

Complaint Status: NOV

Source of Complaint: CITIZEN

Complaint Type: ASBESTOS

Date Received: 02/25/2013

Time: 4:30 P.M.

Inspector: MOSBORN

Inspector Area: 3

**GOLDEN FLOWER RESTAURANT**

Complaint Description: NOV CITATION 5325 CASE 1113 - RENOVATIONS WITHOUT PROPER ASBESTOS PRACTICES IN PLACE

Address: 205 W 5TH ST RENO

ISSUED NOV 5325/Case 1113 to David Walker 2/25/13

Parcel Number: 00725604

Related Permit Number:

Complainant:

ANONYMOUS

Responsible Party:

GOLDEN FLOWER RESTAURANT  
CAM THAI  
205 WEST 5TH STREET  
RENO NV 89503  
323-1628

Investigation:

BACKGROUND

On February 22 at approximately 3:45 p.m. Chief Albee of the Washoe County Air Quality Management Division received anonymous phone call reference possible improprieties during the renovation of the Golden Flower restaurant located at 205 West 5th Street, Reno, Nevada. Chief Albee located a May 4th 2012 asbestos sampling survey of at the above location which revealed an asbestos content of 5% to 10% Chrysotile in the acoustic ceiling material. A further check revealed that no notifications had been submitted to this office for removal of this material during the alleged remodel.

INVESTIGATION

Specialist Osborn was briefed on the situation at approximately 4:25 p.m. and dispatched to the west 5th street address. On entering the restaurant Specialist Osborn observed that the popcorn ceiling material had been removed. Fearing an asbestos contaminated environment in the restaurant Specialist Osborn immediately spoke to the owner identified as Cam Thai and explained to him that he needed to close his doors and ask his customers (22 personnel) to leave immediately. Mr. Thai was further explained that he needed to shut down the kitchen and have his employees depart the premises immediately.

Stop work orders were placed on the front and rear doors (see attached photos) indicating improper removal of asbestos from the restaurant. Specialist Osborn then attempted to communicate with Cam Thai who's English is limited to conversational only. Mr. Thai's son an American born citizen then spoke with this specialist and Mr. Thai acting as a translator.

It was learned that the restaurant had recently been totally remodeled between the date of February 3rd and February 10th. The remodel consisted of old carpet being removed and replaced with ceramic floor tiles. Wood paneling around dining area, new counter tops and cabinets in the front cashier area and removal of the popcorn ceiling material located in the dining room area. The walls and ceiling areas were freshly painted.

Long Thai was then asked who had removed the popcorn ceiling material. He stated that it was someone his sister Van Thai had hired. Van Thai was not available since her job requires her to travel. Contact was made with Van Thai who stated that the removal contractor was hired from Craig's list and she supplied a first name of Dave and a phone number of 224-1141. Van Thai agreed to meet with Specialist Osborn at 8:00 a.m. on the 23rd of February. Specialist Osborn then continued to converse with Mr. Thai and His son "Long". Conversation was had on steps needed to abate the stop work signage to get the restaurant up and running again. Long was given a list Asbestos consultants to call. Osborn explained that air sampling was needed in the restaurant to ascertain whether it was safe to expose his customers, employees and to prepare food in the establishment. It was agreed to meet with the consultant the following morning at 8:00 a.m.

On February 23rd at 0730 a.m. Specialist Osborn met with Van Thai and her fiancé at the restaurants back parking lot. It was learned that Van Thai had indeed secured the contact with DAVID WALKER ON Craig's List. Van Thai states that she paid Mr. Walker \$1400.00 to remove the popcorn material from the dining area. Van and her fiancé Aaron stated that Mr. Walker taped plastic around the complete interior of the dining area and then put plastic on the floors. Van and Aaron further stated that he sprayed water on the popcorn material prior to removing it. Note: According to witnesses all furniture to include table and chairs and liquor coolers were removed from the dining area and placed in the kitchen. The kitchen was then sealed from the dining area with plastic. The room was now empty and all personnel were asked to leave the area and removal of the asbestos containing material began.

At approximately 9:00 a.m. on February 23rd, Gene Johnson of C&G Environmental Consulting Inc. arrived at the restaurant. Mr. Johnson was advised that an aggravated air sampling was required of the restaurant to include kitchen areas. An aggravated air sample was undertaken by using leaf blower device to stir any air or dust in the establishment. A total of five samples were taken to include three in the dining area, one in the kitchen and one by the entry way. The pumps were set at 10 liters per minute for 2 hours and 14 minutes. The cassettes were then taken to the Asbestos TEM Laboratories in Sparks, Nevada, using phase contrast microscopy (PCM). All results were well below the final clearance criteria for re-occupancy.

On receiving these results of testing at 12:45 p.m., Specialist Osborn again met with Cam Thai and family at the restaurant to reopen the doors and lift the stop work orders posted on the doors. Specialist Osborn then sat down at a table with Cam Thai and explained to him the results and sampling with the assistance of his daughter. **Mr. Thai was then issued NOTICE OF VIOLATION CITATION #5324 for a violation of 030.107; failure to notify of an asbestos removal from his restaurant located at 205 West 5th Street. Cam Thai was then issued a petition for appeal as is required.**

On February 25th, Monday afternoon, Specialist Osborn met with David Walker in the parking lot of 4860 Vista Blvd. The purpose of the meeting was to discuss the events leading up to Golden Flower Restaurant. Mr. Walker states that he was contacted by Van Thai reference the popcorn removal at the store. Mr. Walker further stated that he went to the restaurant and made an estimate of \$1200.00 to remove the material. He was told by Van Thai that a thousand dollars was what is being offered for removal of the asbestos material. Mr. Walker and his son were then told they had to do the removal at 10 p.m. on the evening of February 3rd. He was further instructed to place the popcorn material in poly bags and place the material outside behind the rear door of the restaurant. Mr. Walker states that there were approximately 10 bags of materials. Mr. Walker hires his son and himself out on an hourly basis for work. He claims there was no mention of asbestos. He is not a certified contractor and has no state of Nevada License for removal of asbestos. Mr. Walker initially stated that Van Thai supplied all the plastic and bags for the removal of the popcorn material. Later during the interview he remembered that the plastic and bags were theirs and he just happened to have them in the back of his truck. When queried on the final outcome of the asbestos material he states that he has no idea on where the debris was disposed. Mr. Walker further related that years ago he had worked in asbestos removal for another company. Mr. Walker was issued Notice of Violation #5325 for violation of 030.107 (A),(B),(C).

**CONCLUSION:**

It is this investigators opinion that the Cam Thai family had been presented with a bid from an asbestos contractor and didn't like the price. Van Thai then went on the internet (Craig's List) and found an advertisement by Walker referencing removal of popcorn material. It is believed that Van Thai may not have mentioned the material as containing asbestos. It is further believed that Mr. Walker and his son (Justin) weren't concerned whether it contained asbestos or not. Van Thai was allegedly not questioned on whether or not it had been sampled. Mr. Walker had enough knowledge and experience with popcorn material on how to set up a containment around the perimeter and cover the floors of the dining area. As of the date of this report it is unknown as to where the material has landed.

Michael R. Osborn. AQSII  
Air Quality Management Division  
Washoe County District Health Dept.

Enforcement Activities

Warning Citation...: 02/25/2013	Citation Number: 5324
NOV.....:	NOV Number.....: 0
	Case Number.....: 1112
Settlement.....: 03/06/2013	Amount.....: \$6,000.00
Appealed.....:	
Upheld.....:	Amount.....: \$0.00

Status Information

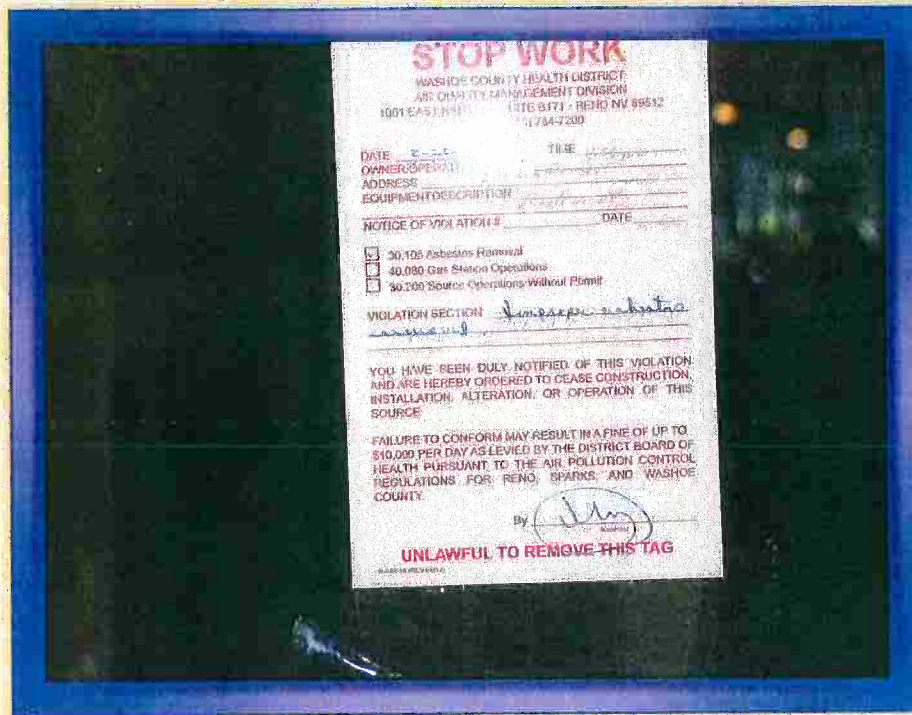
Initialized By.....: TBURTON  
Date Assigned.....: 02/25/2013

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

PHOTOS TAKEN BY AQ SPECIALIST II, MICHAEL OSBORN  
OF THE GOLDEN FLOWER RESTAURANT LOCATED AT  
205 WEST 5<sup>TH</sup> STREET, RENO NV 89503  
DATED FEBRUARY 22 & 23, 2013

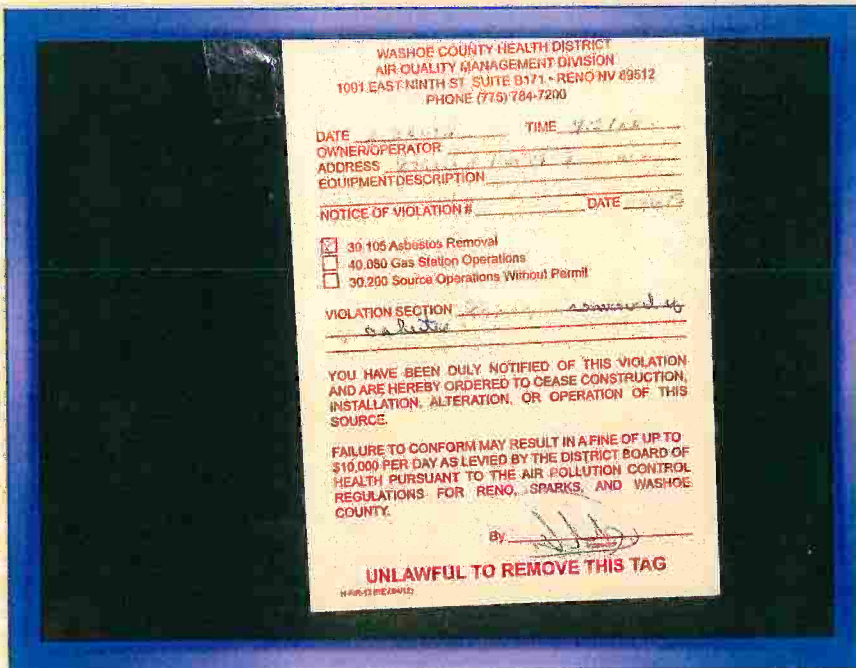


02/22/2013 6:01:09 PM



02/22/2013 6:08:57 PM

Stop work order placed on front and back doors of restaurant at 4:35 p.m. on 02-22-13



02/22/2013 6:01:22 PM

Ceiling areas abated of asbestos material.



02/22/2013 5:58:57 PM







02/22/2013 5:59:39 PM



02/22/2013 5:58:48 PM

Shows ceiling areas of restaurant  
after removal of popcorn ceiling  
material tested at 5-10%  
asbestos.



02/22/2013 6:00:31 PM



02/22/2013 5:58:39 PM



02/23/2013 9:28:29 AM



02/22/2013 6:04:21 PM

Depicts the interior of the restaurant and kitchen areas.



02/23/2013 9:28:43 AM



02/23/2013 9:29:18 AM

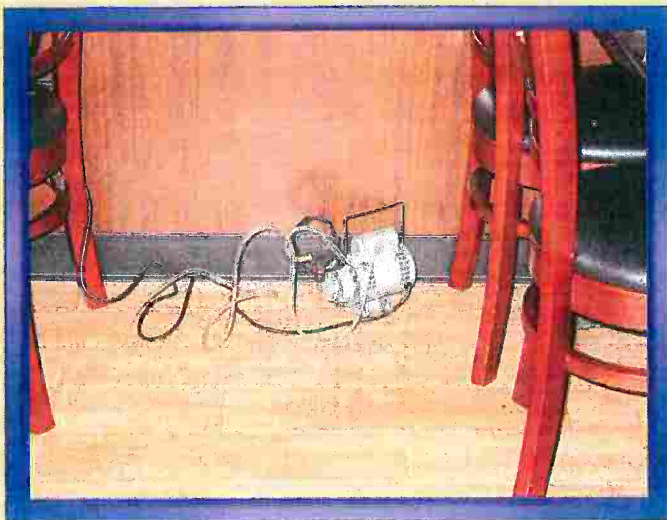


02/23/2013 9:53:55 AM

This renovation of the restaurant involved acoustic removal, new ceramic floors, wood paneling on walls, new counter tops and cabinetry and new tables. The only old furniture are the chairs.



02/23/2013 9:29:39 AM



02/23/2013 10:00:09 AM



02/23/2013 9:59:53 AM

Depict air sampling pumps set up in eating and kitchen areas. Air flow set at 10 liters per minute for approx. two and one-half hours. These areas passed final air clearances after aggravated sampling using a leaf blower device.



02/23/2013 10:01:04 AM



02/23/2013 10:00:32 AM

**(EICS) ENVIRONMENTAL INSPECTIONS & CONTROL SERVICES REPORT FOR THE  
INSPECTION AND SAMPLING**

**AND**

**THE TEST RESULTS FROM ASBESTOS TEM LABORATORIES**

**BOTH DATED MAY 4, 2012 AND FOR THE PROPERTY LOCATED AT  
205 WEST 5<sup>TH</sup> STREET, RENO NV 89503**



# EICS

## Environmental Inspection & Control Services

May 4, 2012

**CLIENT**

[Redacted Client Information]

**PROJECT LOCATION**

205 W. 5<sup>th</sup> Street  
Reno, NV

**PURPOSE OF INSPECTION**

Planned remodeling

**REFERENCE**

Asbestos TEM Laboratories report #119332  
Exhibit A

**Background**

On May 4, 2012 EICS was engaged by the client to perform a limited asbestos inspection at the above noted location, a restaurant in Reno, NV. The age of the building is approximately 40 years. Lauren A. Speelman, Business Manager and Consultant for EICS performed the inspection. The client discussed with me plans to remove the sprayed-on acoustic ceiling throughout the building.

**Inspection and Sampling**

I visually inspected the ceiling for disturbance. Using a clean, sharp instrument, I carefully wetted and extracted 3 bulk samples of suspect acm. The samples were placed in individual sealed and labeled containers, and logged onto a chain-of-custody. The samples were hand carried to Asbestos TEM Laboratories in Sparks, NV for lab analysis by Polarized Light Microscopy (PLM), using method 600/R-93/116.

**Laboratory Results**

Sample no.	Location	Description	%ACM	Fri/non-friable
1	North entrance	spray acoustic ceiling	5-10% Chrysotile	friable
2	South entrance	spray acoustic ceiling	5-10% Chrysotile	friable
3	Hall by restrooms	spray acoustic ceiling	none detected	n/a

**Discussion and Recommendations**

EPA and OSHA regulations require removal of all friable and potentially friable building materials which may be affected with asbestos content greater than 1% prior to renovation or demolition. A State licensed asbestos abatement contractor must remove the following materials. A final visual inspection with clearance air monitoring will be required prior to reoccupancy.

**Materials to be removed**

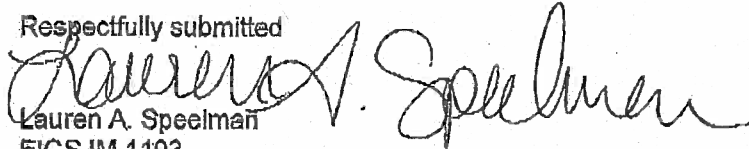
Location	Description	%ACM	Fri/non-friable
All locations	spray acoustic ceiling	5-10% Chrysotile	Friable

**Limitations**

The survey provided is applicable only to the materials and areas, herein discussed. No representation is made as to the presence or absence of asbestos content in any other building material including but not limited to subterranean building components, or other concealed materials.

Thank you for the opportunity to be of service. If you have any questions, please call me at (775) 786-2800 or (775) 741-4748.

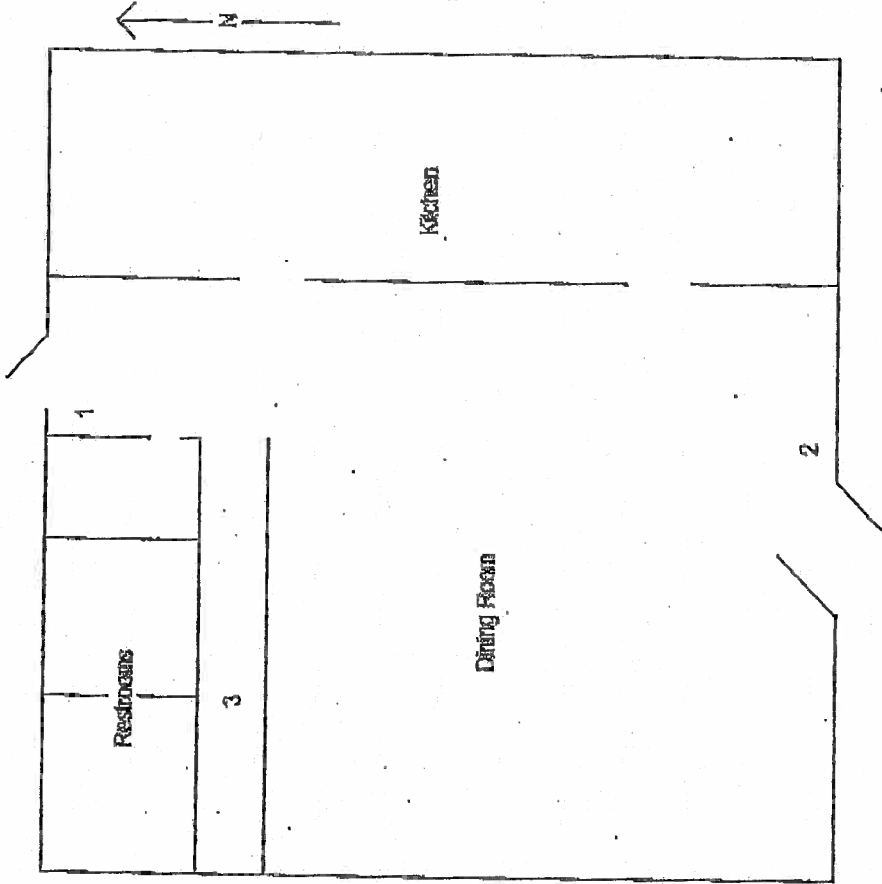
Respectfully submitted

  
Lauren A. Spielman

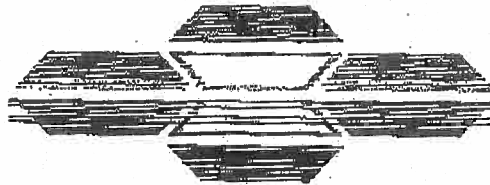
EICS IM 1193

Bulk Sampling Locations  
205 W. Fifth Street  
Hana, HI

*Lauren A. Spach*  
Lauren A. Spach  
EICS ID# 1193







**ASBESTOS TEM LABORATORIES, INC.**

**EPA Method 600/R-93/116  
Polarized Light Microscopy  
Analytical Report**

**Report No. 119332**

1350 Freeport Blvd., Unit 104  
Sparks, NV 89431  
(775) 359-3377  
FAX (775) 359-2798

*With Main Office Located At:*  
630 Bancroft Way, Berkeley, CA 94710  
Ph. (510) 704-8930 Fax (510) 704-8929

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ASBESTOS TEM LABORATORIES, INC

Accredited by  
U.S. Dept. of Commerce

NVLAP<sup>®</sup>

NVLAP Lab Code 200104-0

May-04-12

Ms. Lauren Speelman  
E.I.C.S.  
2900 Vassar Street, #503  
Reno, NV 89502

RE: LABORATORY JOB # 875-###  
Polarized light microscopy analytical results for 3 bulk sample(s).  
Job Site: 205 W. Fifth Street, Reno  
Job No.: TT5312-1  
Report No.: 119332

Enclosed please find the bulk material analytical results for one or more samples submitted for asbestos analysis. The analyses were performed in accordance with EPA Method 600/R-93/116 or 600/M4-82-020 for the determination of asbestos in bulk building materials by polarized light microscopy (PLM). Please note that while PLM analysis is commonly performed on non-friable and fine grained materials such as floor tiles and dust, the EPA method recognizes that PLM is subject to limitations. In these situations, accurate results may only be obtainable through the use of more sophisticated and accurate techniques such as transmission electron microscopy (TEM) or X-ray diffraction (XRD).

Prior to analysis, samples are logged-in and all data pertinent to the sample recorded. The samples are checked for damage or disruption of any chain-of-custody seals. A unique laboratory ID number is assigned to each sample. A hard copy log-in sheet containing all pertinent information concerning the sample is generated. This and all other relevant paper work are kept with the sample throughout the analytical procedures to assure proper analysis.

Each sample is opened in a class 100 HEPA negative air hood. A representative sampling of the material is selected and placed onto a glass microscope slide containing a drop of refractive index oil. The glass slide is placed under a polarizing light microscope where standard mineralogical techniques are used to analyze and quantify the various materials present, including asbestos. The data is then compiled into standard report format and subjected to a thorough quality assurance check before the information is released to the client.

For possible future reference, samples are normally kept on file for one year.

Sincerely Yours,

Laboratory Analyst  
ASBESTOS TEM LABORATORIES, INC.

--- These results relate only to the samples tested and must not be reproduced, except in full, with the approval of the laboratory. This report must not be used to claim product endorsement by NVLAP or any other agency of the U.S. Government. ---

1350 Freeport Blvd. Unit 104 • Sparks, NV 89431 • (775) 359-3377 • FAX (775) 359-2798

With Main Office in Berkeley, CA (510) 704-8930



# POLARIZED LIGHT MICROSCOPY ANALYTICAL REPORT

Contact: Ms. Lauren Speelman	Samples Indicated: 3	Report No. 119332
Address: E.I.C.S. 2900 Vassar Street, #503 Reno, NV 89502	Reg. Samples Analyzed: 3 Split Layers Analyzed: 0	Date Submitted: May-03-12 Date Reported: May-04-12
	Job Site / No. 205 W. Fifth Street, Reno TT5312-1	

SAMPLE ID	%	ASBESTOS TYPE	OTHER DATA	DESCRIPTION
			1) None Detected 2) Matrix Materials 3) Date/Time Collected 4) Date Analyzed	FIELD LAB
1.	5-10%	Chrysotile	1) None Detected 2) 90-95% Mica, Calc, Other m.p.	Spray Acoustic Ceiling, North Entrance
Lab ID # 875-01947-001			3)                      4) May-04-12	Acoustic Ceiling-White/Brown
2.	5-10%	Chrysotile	1) None Detected 2) 90-95% Mica, Calc, Other m.p.	Spray Acoustic Ceiling, South Entrance
Lab ID # 875-01947-002			3)                      4) May-04-12	Acoustic Ceiling-White/Brown
3.		None Detected	1) 1-5% Cellulose 2) 95-99% Calc, PlastFoam, Other m.p.	Spray Acoustic Ceiling, Hall by Restrooms
Lab ID # 875-01947-003			3)                      4) May-04-12	Acoustic Ceiling-White
Lab ID #			1) 2) 3)                      4)	
Lab ID #			1) 2) 3)                      4)	
Lab ID #			1) 2) 3)                      4)	
Lab ID #			1) 2) 3)                      4)	
Lab ID #			1) 2) 3)                      4)	
Lab ID #			1) 2) 3)                      4)	
Lab ID #			1) 2) 3)                      4)	

Detection Limit of Method is Estimated to be 1% Asbestos Using a Visual Area Estimation Technique

Laboratory Analyst

Greg Hanes



**C & G ENVIRONMENTAL CONSULTING INC - ASBESTOS AIR SAMPLING ASSESSMENT  
DATED FEBRUARY 23 & 24, 2013**

**AND**

**ASBESTOS TEM LABORATORIES INC - FINAL CLEARANCE LAB ANALYTICAL RESULTS  
DATED FEBRUARY 23, 2013**

**FOR THE PROPERTY LOCATED AT 205 WEST 5<sup>TH</sup> STREET, RENO 89509**



# C & G Environmental Consulting, Inc.

---

February 24, 2013  
C&G Environmental Project No. 01022313

Golden Flower Vietnamese Restaurant  
205 W. 5<sup>th</sup> Street  
Reno, NV 89503

ATTN: Long Thai

RE: **ASBESTOS AIR SAMPLING ASSESSMENT: 205 WEST FIFTH STREET,  
RENO, NEVADA**

C&G Environmental Consulting is pleased to submit this report that presents the results of an asbestos air sampling assessment in a commercial restaurant building that is located at 205 W. Fifth Street, in Reno, Nevada.

## 1.0 ASBESTOS AIR SAMPLING ASSESSMENT

On February 23, 2013, an OSHA certified air monitoring technician from C&G Environmental Consulting conducted an asbestos air sampling in the above referenced restaurant building. The air sampling assessment was conducted at the direction of Mr. Michael Osborn with the Washoe County Health District – Air Quality Management Division (WCHD-AQMD), due to the unauthorized removal of asbestos containing spray acoustic ceiling texture materials in the restaurant dining area. Five air samples were collected during this air sampling assessment. Three air samples were collected in the restaurant dining area, one sample was collected in the kitchen area, and one sample was collected in the north entry area.

The asbestos air samples were collected in accordance with accepted OSHA standards. All samples collected were delivered by approved chain-of-custody protocol, and analyzed at Asbestos TEM Laboratories, Inc., in Sparks, Nevada, utilizing Phase Contrast Microscopy (PCM) per NIOSH 7400 Method.

## 2.0 AIR SAMPLING AND VISUAL CLEARANCE RESULTS

Analytical results from the asbestos air sampling event indicated that the average concentration of fibers per cubic centimeter (f/cc) in the five asbestos air samples were well below final clearance and re-occupancy criteria of 0.01 f/cc.

Upon receipt of these results, Mr. Michael Osborn with the WCHD-AQMD and Golden Flower Vietnamese Restaurant personnel were notified that the interior areas of the restaurant met post-remediation standards, and that the interior areas could be reoccupied.


### 3.0 LIMITATIONS

C&G Environmental Consulting makes no warranties or guarantees as to the accuracy or completeness of information obtained from, provided by, or compiled by others (i.e. laboratories). It is possible that information exists beyond the scope of this investigation. This report is not a legal opinion. The services performed by C&G Environmental Consulting have been conducted in a manner consistent with the level of care ordinarily exercised by members of our profession currently licensed by the State of Nevada to perform this work, and practicing under similar conditions. No other warranty, expressed or implied, is made.

### 4.0 CLOSURE

We appreciated the opportunity to be of service to the Golden Flower Vietnamese Restaurant during this project. Should you have any questions regarding the contents of this report, or need additional information, please contact us at your convenience.

Respectfully Submitted,  
C&G ENVIRONMENTAL CONSULTING, INC.



Gene E. Johnson  
Project Director  
Asbestos Consultant License No. IJPM0604

**APPENDIX A**  
**FINAL CLEARANCE LABORATORY ANALYTICAL**  
**RESULTS**



**PHASE CONTRAST MICROSCOPY  
ANALYTICAL REPORT**  
NIOSH 7400 Method

Contact: Mr. Gene Johnson	Samples Submitted: 5	Report No.: 121762
Address: C & G Environmental Consulting, LLC	Samples Processed: 5	Date Submitted: Feb-23-13
PO. Box 5298	Job Site / No. 205 West Fifth Street, Reno	Date Reported: Feb-23-13
Reno, NV 89513	01022313	

SAMPLE ID	FIBERS per CC	95% UCL	FIBERS per FIELDS	FIBERS per FILTER	LOCATION / DESCRIPTION
1. Lab ID # 867-01721-001	< 0.0020	< 0.0038	< $\frac{5.5}{100}$	< 1962	Area/Final, Seating Area-Northwest Corner Volume(L) Pump Time(Min) Flow Rate(LPM) 1333.3 134 9.95
2. Lab ID # 867-01721-002	< 0.0020	< 0.0036	< $\frac{5.5}{100}$	< 2452	Area/Final, Seating Area-Southwest Corner Volume(L) Pump Time(Min) Flow Rate(LPM) 1340 134 10
3. Lab ID # 867-01721-003	< 0.0020	< 0.0037	< $\frac{5.5}{100}$	< 2452	Area/Final, Seating Area-Northeast Corner Volume(L) Pump Time(Min) Flow Rate(LPM) 1333.3 134 9.95
4. Lab ID # 867-01721-004	< 0.0020	< 0.0038	< $\frac{5.5}{100}$	< 1962	Area/Final, Kitchen Volume(L) Pump Time(Min) Flow Rate(LPM) 1340 134 10
5. Lab ID # 867-01721-005	0.0022	0.0038	$\frac{6.0}{100}$	2943	Area/Final, North Entry Volume(L) Pump Time(Min) Flow Rate(LPM) 1340 134 10
Lab ID #					Volume(L) Pump Time(Min) Flow Rate(LPM)
Lab ID #					Volume(L) Pump Time(Min) Flow Rate(LPM)
Lab ID #					Volume(L) Pump Time(Min) Flow Rate(LPM)
Lab ID #					Volume(L) Pump Time(Min) Flow Rate(LPM)
Lab ID #					Volume(L) Pump Time(Min) Flow Rate(LPM)

Detection Limit = 7 Fibers/MM2

Laboratory Analyst 

Greg Hanes

ASBESTOS TEM LABORATORIES, INC.

1350 Freeport Blvd., Sparks, NV 89431  
With Main Office in Berkeley, CA (510) 704-8930

(775) 359-3377

**APPENDIX B**  
**CHAIN OF CUSTODY RECORD**

# C&G ENVIRONMENTAL CONSULTING, INC.

## \*\*\* AIR SAMPLE SUBMISSION FORM / CHAIN-OF-CUSTODY REPORT \*\*\*



Company: C&G ENVIRONMENTAL CONSULTING, INC.       PCM      TEM      LEAD  
 Address: P.O. BOX 19476       2 hr      4 hr      8 hr      24 hr      2 Day      3 Day  
 City-State-Zip: RENO, NEVADA 89511      Job Site: 205 West Fifth Street, Reno  
 Contact Person: GENE JOHNSON      Job no: 01022313      P.O.#:  
 Email: candgenviro@gmail.com      Phone:      Fax:

Sample Number	Sample Type	Time		Total Time(m)	Flow Rate (lpm)		Average Volume (l)	Location / Description
		ON	OFF		ON	OFF		
1	Ambient	9:33	11:47		10	9.9	9.9	Seating Area - Northwest Corner
2	"	9:34	11:48		10	10	10	Seating Area - Southwest Corner
3	"	9:35	11:49		10	9.8	9.9	Seating Area - Northeast Corner
4	"	9:36	11:50		10	10	10	Kitchen
5	"	9:37	11:51		10	10	10	Reception Entry

Special instructions:

Relinquished by	Date / Time	Received by	Date / Time
Gene E. Johnson / C&G Environmental	2-23-13	Sue Ehrlich / ATEM	2-23-13
<i>Gene E. Johnson</i>	12:07 PM	<i>Sue Ehrlich</i>	12:07 PM
Signature		Signature	
Name/Company		Name/Company	
Signature		Signature	



# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



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

DATE: March 28, 2013

TO: District Board of Health

FROM: Kevin Dick, Director, Air Quality Management

SUBJECT: David Walker – Case No. 1113  
Unappealed Citation No. 5325  
Agenda Item: 8. A. 1. c.

### Recommendation

Air Quality Management Staff recommends that Citation No. 5325 be upheld and a fine of \$6,000 be levied against Mr. David Walker for using improper work practices during the removal of asbestos containing materials involved in the renovation of a commercial facility. Failure to comply with the asbestos control work practices and containment and abatement standards constitutes a major violation of the District Board of Health Regulations Governing Air Quality Management, specifically Section 030.105(B)(10) National Emission Standards for Hazardous Air Pollutants (NESHAP), Subpart M - Asbestos, which is implemented through Section 030.107(A) Asbestos Sampling and Notification, (B) Asbestos Control Work Practice, and (C) Asbestos Containment and Abatement. This is a negotiated settlement.

Recommended Fine: \$15,000.00

Negotiated Fine: \$6,000.00

### Background

On February 22, 2013, Air Quality Permitting & Enforcement Branch Chief Charlene Albee received an anonymous complaint regarding the improper removal of an asbestos containing material at the Golden Flower Restaurant located at 205 West Fifth Street in Reno. The complainant identified EICS as the company that performed the asbestos survey. Chief Albee contacted Larry Thir of EICS to confirm they had performed a survey at the Golden Flower and requested a copy of the report. A faxed copy of the survey, which was performed on May 4, 2012, confirmed the spray acoustic ceiling material contained 5% to 10% chrysotile asbestos. A staff review of the Air Quality records determined no notification had been submitted for the removal of the asbestos containing materials.

Specialist II Michael Osborn was dispatched to 205 West Fifth Street to conduct an inspection of the facility to determine if any asbestos removal had occurred. Upon entering the restaurant, Specialist Osborn observed the spray acoustic ceiling material had been removed. Specialist Osborn immediately introduced himself to Mr. Cam Thai, owner of the restaurant, and explained the purpose of his inspection. Based on the potential for an asbestos contamination, Specialist Osborn informed Mr. Thai that he would have to immediately close down the restaurant and ask his customers to leave. After the customers were evacuated, the kitchen was also shut down and the employees were instructed to leave the building. A STOP WORK order was posted at the front and rear doors identifying improper removal of asbestos as the justification for the closure.

After clearing the building, Specialist Osborn interviewed Mr. Long Thai, the owner's son, to get a detailed summary of how the ceiling materials were removed and by whom. Specialist Osborn was informed that Van Thai, the owner's daughter, had hired Mr. David Walker from a Craig's List advertisement to remove the spray acoustic ceiling material.

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

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

Printed on Recycled Paper

March 28, 2013

DBOH / Mr. David Walker / Case 1113

Page 2

On February 25, 2013, Specialist Osborn met with Mr. Walker to discuss the removal of the spray acoustic material at the restaurant. Mr. Walker stated that he was contacted by Ms. Van Thai in reference to the removal of the acoustic ceiling material. Mr. Walker also stated that Ms. Thai wanted the work done at night after 10p.m. on February 3, 2013, and at no time was he ever told that the material to be removed contained asbestos. Mr. Walker told Specialist Osborn that he wet the ceiling material before scraping and that he lined the entire restaurant with plastic to catch the falling debris. Mr. Walker stated that there were ten bags of material removed and that he put the bags at the back door as instructed by Ms. Thai. Specialist Osborn inquired about the disposal of the ten bags after he set them by the back door but Mr. Walker had no idea as to how they were disposed of.

Based on the results of the asbestos sampling and information collected regarding the removal of the spray acoustic ceiling material, Specialist Osborn issued Citation No. 5325 for a major violation of Section 030.107 (A), (B), and (C) for improper removal and disposal of asbestos containing materials.


#### Settlement

On March 6, 2013, Senior Air Quality Specialist Dennis Cerfoglio conducted a negotiated settlement meeting attended by AQ Specialist Osborn and Mr. David Walker. After careful consideration of all of the facts in the case, Specialist Cerfoglio recommended that Citation #5325 be upheld with a fine of \$6,000 and a requirement that Mr. Walker attend an 8-Hour Asbestos Awareness Course as soon as possible. A Memorandum of Understanding was signed by all parties.

#### Alternatives

1. The District Board of Health may determine that no violation of the Regulations has taken place and dismiss Citation No. 5325.
2. The Board may determine to uphold Citation No. 5325 and levy a fine in the range of \$0 to \$10,000 per day.

In the event the Board determines to change the penalty, the matter should be continued so that David Walker 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 5325

DATE ISSUED: 02-25-2013

ISSUED TO: David Walker PHONE #: 775-224-1141

MAILING ADDRESS: 7409 Pioneer Drive CITY/ST: Sun Valley ZIP: 89433

NAME/OPERATOR: David Walker PHONE #: 775-224-1141

PERMIT NO. None COMPLAINT NO. \_\_\_\_\_

YOU ARE HEREBY OFFICIALLY NOTIFIED THAT ON Feb 3, 2013 (DATE) AT Approx 1000<sup>h</sup> (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 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 checked="" type="checkbox"/> OTHER <u>030.107ABC</u>     |

VIOLATION DESCRIPTION: Failure to notify, use of incorrect abatement methods (asbestos control work practices and asbestos contamination and abatement.

LOCATION OF VIOLATION: 205 West 5th St, Reno, NV

POINT OF OBSERVATION: on site investigation/interviews

Weather: N/A 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 02-25-13 (date) you are in violation of the section(s) cited above. You are hereby ordered to abate the above violation within 10 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: David Walker Date: 2-25-13

Issued by: WLR Title: AQS

**PETITION FOR APPEAL FORM PROVIDED**



# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



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

### MEMORANDUM OF UNDERSTANDING

#### WASHOE COUNTY DISTRICT HEALTH DEPARTMENT AIR QUALITY MANAGEMENT DIVISION

Date: March 6, 2013

Company Name: David Walker  
 Address: 7409 Picasso Drive  
 Notice of Violation # 5325 Case # 1113

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 030.107 A-B-C Failure to notify use of incorrect abatement methods & disposal, contamination

A settlement of this matter has been negotiated between the undersigned parties resulting in a penalty amount of \$ 6,000<sup>00</sup>. This settlement will be plus 8HR. Class submitted to the District Board of Health for review at the regularly scheduled meeting on March 28, 2013. 12 payments of 500<sup>00</sup> Each

The undersigned agrees to waive an appeal to the Air Pollution Control Hearing Board so this matter may be submitted directly to the District Board of Health for consideration.

David Walker  
Signature of Company Representative

Dennis A. Cerfoglio  
Signature of District Representative

David Walker  
Print Name

DENNIS A. CERFOGLIO  
Print Name

owner operator  
Title

Sr. Air Quality Specialist  
Title

\_\_\_\_\_  
Witness

[Signature]  
Witness

**AIR QUALITY MANAGEMENT - ADMINISTRATIVE PENALTY TABLE &  
RECOMMENDED FINE CALCULATION WORKSHEET  
DATED MARCH 6, 2013**



# Administrative Penalty Table

## Air Quality Management Division Washoe County Health District

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

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

### II. Major Violations - Section 020.040

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

### III. Major Violations - Section 030.107 Asbestos

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

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

Company Name DAVID WALKER  
Contact Name SAME

Case 1113 NOV 5325 Complaint CMP13-0024

Violation of Section 030.107 B+C

I. Base Penalty as specified in the Penalty Table = \$ 10,000

II. Severity of Violation

A. Public Health Impact

1. Degree of Violation  
(The degree of which the person/company has deviated from the regulatory requirements)  
Minor - 0.5    Moderate - 0.75    Major - 1.0    Adjustment Factor 1.0

2. Toxicity of Release  
Criteria Pollutant - 1x  
Hazardous Air Pollutant - 2x    Adjustment Factor —

3. Environmental/Public Health Risk (Proximity to sensitive environment or group)  
Negligible - 1x    Moderate - 1.5x    Significant - 2x    Adjustment Factor 1.0

Total Adjustment Factors (1 x 2 x 3) = 1.0

B. Adjusted Base Penalty  
Base Penalty 10,000 x Adjustment Factor 1.0 = \$ 10,000

C. Multiple Days or Units in Violation  
Adjusted Penalty \_\_\_\_\_ x Number of Days or Units \_\_\_\_\_ = \$ —

D. Economic Benefit  
Avoided Costs \$ 5,000 + Delayed Costs \$ \_\_\_\_\_ = \$ 5,000

Penalty Subtotal -  
Adjusted Base Penalty \$ \_\_\_\_\_ + Economic Benefit \$ \_\_\_\_\_ = \$ 15,000

**III. Penalty Adjustment Consideration**

**A. Degree of Cooperation** (0 – 25%) +/- -25 %

**B. Mitigating Factors** (0 – 25%) +/- -25 %

- 1. Negotiated Settlement
- 2. Ability to Pay
- 3. Other (explain)

*Agreed to 8HR Asbestos Awareness Class*

**C. Compliance History**

No Previous Violations (0 – 10%) - 10 %

Similar Violation in Past 12 months (25 - 50%) + \_\_\_\_\_ %

Similar Violation within past 3 year (10 - 25%) + \_\_\_\_\_ %

Previous Unrelated Violation (5 – 25%) + \_\_\_\_\_ %

**Total Penalty Adjustment Factors** – sum of A, B, & C -60 %

**IV. Recommended Fine**

Penalty Adjustment:

$$\begin{array}{rcl} \$ \underline{15,000} & \times & \underline{-60} \% = \underline{9,000} \\ \text{Penalty Subtotal} & & \text{Total Adjustment Factors} \\ \text{(From Section II)} & & \text{(From Section III)} \end{array}$$

Additional Credit for Environmental Investment/Training \_\_\_\_\_

Adjusted Penalty:

$$\begin{array}{rcl} \$ \underline{15,000} & +/- & \underline{\$ -9,000} = \underline{\$ 6,000} \\ \text{Penalty Subtotal} & & \text{Total Adjustment Value} \\ \text{(From Section II)} & & \text{(From Section III + Credit)} \end{array}$$

*Dennis A. Casagrande*  
Air Quality Specialist

3-6-2013  
Date

COMPLAINT INVESTIGATION REPORT  
Washoe County Air Quality Management Division

Complaint Number: **CMP13-0024**

Complaint Status: NOV

Source of Complaint: CITIZEN

Complaint Type: ASBESTOS

Date Received: 02/25/2013

Time: 4:30 P.M.

Inspector: MOSBORN

Inspector Area: 3

Complaint Description: NOV CITATION 5325 CASE 1113 - RENOVATIONS WITHOUT PROPER ASBESTOS PRACTICES IN PLACE

Address: 205 W 5TH ST RENO

ISSUED NOV 5325/Case 1113 to David Walker 2/25/13

Parcel Number: 00725604

Related Permit Number:

Complainant:

ANONYMOUS

Responsible Party:

GOLDEN FLOWER RESTAURANT  
CAM THAI  
205 WEST 5TH STREET  
RENO NV 89503  
323-1628

Investigation:

BACKGROUND

On February 22 at approximately 3:45 p.m. Chief Albee of the Washoe County Air Quality Management Division received anonymous phone call reference possible improprieties during the renovation of the Golden Flower restaurant located at 205 West 5th Street, Reno, Nevada. Chief Albee located a May 4th 2012 asbestos sampling survey of at the above location which revealed an asbestos content of 5% to 10% Chrysotile in the acoustic ceiling material. A further check revealed that no notifications had been submitted to this office for removal of this material during the alleged remodel.

INVESTIGATION

Specialist Osborn was briefed on the situation at approximately 4:25 p.m. and dispatched to the west 5th street address. On entering the restaurant Specialist Osborn observed that the popcorn ceiling material had been removed. Fearing an asbestos contaminated environment in the restaurant Specialist Osborn immediately spoke to the owner identified as Cam Thai and explained to him that he needed to close his doors and ask his customers (22 personnel) to leave immediately. Mr. Thai was further explained that he needed to shut down the kitchen and have his employees depart the premises immediately.

Stop work orders were placed on the front and rear doors (see attached photos) indicating improper removal of asbestos from the restaurant. Specialist Osborn then attempted to communicate with Cam Thai who's English is limited to conversational only. Mr. Thai's son an American born citizen then spoke with this specialist and Mr. Thai acting as a translator.

It was learned that the restaurant had recently been totally remodeled between the date of February 3rd and February 10th. The remodel consisted of old carpet being removed and replaced with ceramic floor tiles. Wood paneling around dining area, new counter tops and cabinets in the front cashier area and removal of the popcorn ceiling material located in the dining room area. The walls and ceiling areas were freshly painted.

Long Thai was then asked who had removed the popcorn ceiling material. He stated that it was someone his sister Van Thai had hired. Van Thai was not available since her job requires her to travel. Contact was made with Van Thai who stated that the removal contractor was hired from Craig's list and she supplied a first name of Dave and a phone number of 224-1141. Van Thai agreed to meet with Specialist Osborn at 8:00 a.m. on the 23rd of February.

Specialist Osborn then continued to converse with Mr. Thai and His son "Long". Conversation was had on steps needed to abate the stop work signage to get the restaurant up and running again. Long was given a list Asbestos consultants to call. Osborn explained that air sampling was needed in the restaurant to ascertain whether it was safe to expose his customers, employees and to prepare food in the establishment. It was agreed to meet with the consultant the following morning at 8:00 a.m.

On February 23rd at 0730 a.m. Specialist Osborn met with Van Thai and her fiancé at the restaurants back parking lot. It was learned that Van Thai had indeed secured the contact with DAVID WALKER ON Craig's List. Van Thai states that she paid Mr. Walker \$1400.00 to remove the popcorn material from the dining area. Van and her fiancé Aaron stated that Mr. Walker taped plastic around the complete interior of the dining area and then put plastic on the floors. Van and Aaron further stated that he sprayed water on the popcorn material prior to removing it. Note: According to witnesses all furniture to include table and chairs and liquor coolers were removed from the dining area and placed in the kitchen. The kitchen was then sealed from the dining area with plastic. The room was now empty and all personnel were asked to leave the area and removal of the asbestos containing material began.

At approximately 9:00 a.m. on February 23rd, Gene Johnson of C&G Environmental Consulting Inc. arrived at the restaurant. Mr. Johnson was advised that an aggravated air sampling was required of the restaurant to include kitchen areas. An aggravated air sample was undertaken by using leaf blower device to stir any air or dust in the establishment. A total of five samples were taken to include three in the dining area, one in the kitchen and one by the entry way. The pumps were set at 10 liters per minute for 2 hours and 14 minutes. The cassettes were then taken to the Asbestos TEM Laboratories in Sparks, Nevada, using phase contrast microscopy (PCM). All results were well below the final clearance criteria for re-occupancy.

On receiving these results of testing at 12:45 p.m., Specialist Osborn again met with Cam Thai and family at the restaurant to reopen the doors and lift the stop work orders posted on the doors. Specialist Osborn then sat down at a table with Cam Thai and explained to him the results and sampling with the assistance of his daughter. Mr. Thai was then issued NOTICE OF VIOLATION CITATION #5324 for a violation of 030.107; failure to notify of an asbestos removal from his restaurant located at 205 West 5th Street. Cam Thai was then issued a petition for appeal as is required.

On February 25th, Monday afternoon, Specialist Osborn met with David Walker in the parking lot of 4860 Vista Blvd. The purpose of the meeting was to discuss the events leading up to Golden Flower Restaurant. Mr. Walker states that he was contacted by Van Thai reference the popcorn removal at the store. Mr. Walker further stated that he went to the restaurant and made an estimate of \$1200.00 to remove the material. He was told by Van Thai that a thousand dollars was what is being offered for removal of the asbestos material. Mr. Walker and his son were then told they had to do the removal at 10 p.m. on the evening of February 3rd. He was further instructed to place the popcorn material in poly bags and place the material outside behind the rear door of the restaurant. Mr. Walker states that there were approximately 10 bags of materials. Mr. Walker hires his son and himself out on an hourly basis for work. He claims there was no mention of asbestos. He is not a certified contractor and has no state of Nevada License for removal of asbestos. Mr. Walker initially stated that Van Thai supplied all the plastic and bags for the removal of the popcorn material. Later during the interview he remembered that the plastic and bags were theirs and he just happened to have them in the back of his truck. When queried on the final outcome of the asbestos material he states that he has no idea on where the debris was disposed. Mr. Walker further related that years ago he had worked in asbestos removal for another company. Mr. Walker was issued Notice of Violation #5325 for violation of 030.107 (A),(B),(C).

CONCLUSION:

It is this investigators opinion that the Cam Thai family had been presented with a bid from an asbestos contractor and didn't like the price. Van Thai then went on the internet (Craig's List) and found an advertisement by Walker referencing removal of popcorn material. It is believed that Van Thai may not have mentioned the material as containing asbestos. It is further believed that Mr. Walker and his son (Justin) weren't concerned whether it contained asbestos or not. Van Thai was allegedly not questioned on whether or not it had been sampled. Mr. Walker had enough knowledge and experience with popcorn material on how to set up a containment around the perimeter and cover the floors of the dining area. As of the date of this report it is unknown as to where the material has landed.

Michael R. Osborn. AQSII  
Air Quality Management Division  
Washoe County District Health Dept.

Enforcement Activities

Warning Citation...: 02/25/2013	Citation Number: 5324
NOV.....:	NOV Number....: 0
	Case Number.....: 1112
Settlement.....: 03/06/2013	Amount.....: \$6,000.00
Appealed.....:	
Upheld.....:	Amount.....: \$0.00

Status Information

Initialized By.....: TBURTON  
Date Assigned.....: 02/25/2013

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

PHOTOS TAKEN BY AQ SPECIALIST II, MICHAEL OSBORN  
OF THE GOLDEN FLOWER RESTAURANT LOCATED AT  
205 WEST 5<sup>TH</sup> STREET, RENO NV 89503  
DATED FEBRUARY 22, 2013





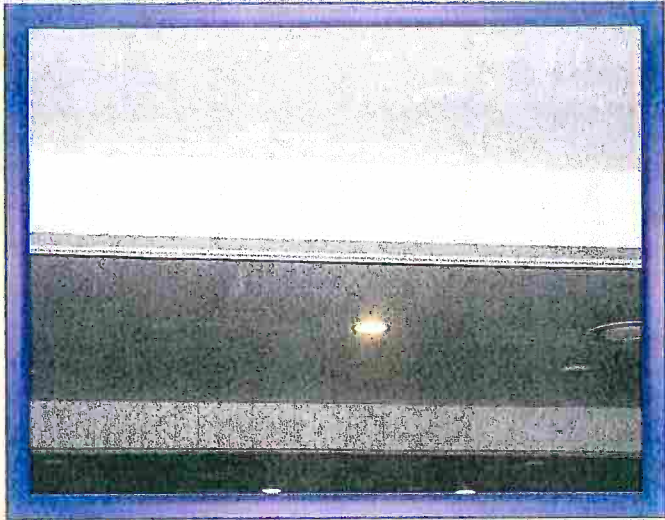
02/22/2013 6:01:09 PM

Ceiling areas abated of asbestos material.



02/22/2013 5:58:57 PM



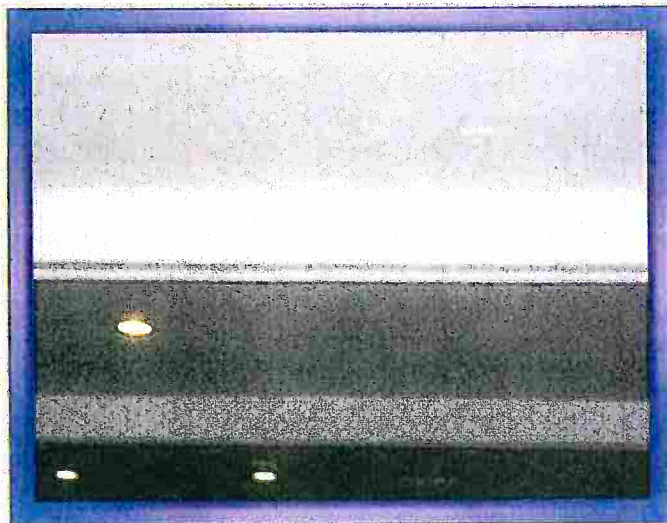


02/22/2013 5:59:39 PM



02/22/2013 5:58:48 PM

Shows ceiling areas of restaurant  
after removal of popcorn ceiling  
material tested at 5-10%  
asbestos.



02/22/2013 6:00:31 PM



02/22/2013 5:58:39 PM

**(EICS) ENVIRONMENTAL INSPECTIONS & CONTROL SERVICES REPORT FOR THE  
INSPECTION AND SAMPLING**

**AND**

**THE TEST RESULTS FROM ASBESTOS TEM LABORATORIES**

**BOTH DATED MAY 4, 2012 AND FOR THE PROPERTY LOCATED AT  
205 WEST 5<sup>TH</sup> STREET, RENO NV 89503**



# EICS

## Environmental Inspection & Control Services

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May 4, 2012

**CLIENT**

[Redacted Client Information]

**PROJECT LOCATION**

205 W. 5<sup>th</sup> Street  
Reno, NV

**PURPOSE OF INSPECTION**

Planned remodeling

**REFERENCE**

Asbestos TEM Laboratories report #119332  
Exhibit A

**Background**

On May 4, 2012 EICS was engaged by the client to perform a limited asbestos inspection at the above noted location, a restaurant in Reno, NV. The age of the building is approximately 40 years. Lauren A. Speelman, Business Manager and Consultant for EICS performed the inspection. The client discussed with me plans to remove the sprayed-on acoustic ceiling throughout the building.

**Inspection and Sampling**

I visually inspected the ceiling for disturbance. Using a clean, sharp instrument, I carefully wetted and extracted 3 bulk samples of suspect acm. The samples were placed in individual sealed and labeled containers, and logged onto a chain-of-custody. The samples were hand carried to Asbestos TEM Laboratories in Sparks, NV for lab analysis by Polarized Light Microscopy (PLM), using method 600/R-93/116.

**Laboratory Results**

Sample no.	Location	Description	%ACM	Fri/non-friable
1	North entrance	spray acoustic ceiling	5-10% Chrysotile	friable
2	South entrance	spray acoustic ceiling	5-10% Chrysotile	friable
3	Hall by restrooms	spray acoustic ceiling	none detected	n/a

**Discussion and Recommendations**

EPA and OSHA regulations require removal of all friable and potentially friable building materials which may be affected with asbestos content greater than 1% prior to renovation or demolition. A State licensed asbestos abatement contractor must remove the following materials. A final visual inspection with clearance air monitoring will be required prior to reoccupancy.

**Materials to be removed**

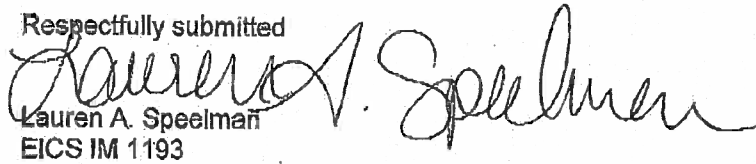
Location	Description	%ACM	Fri/non-friable
All locations,	spray acoustic ceiling	5-10% Chrysotile	Friable

**Limitations**

The survey provided is applicable only to the materials and areas, herein discussed. No representation is made as to the presence or absence of asbestos content in any other building material including but not limited to subterranean building components, or other concealed materials.

Thank you for the opportunity to be of service. If you have any questions, please call me at (775) 786-2800 or (775) 741-4748.

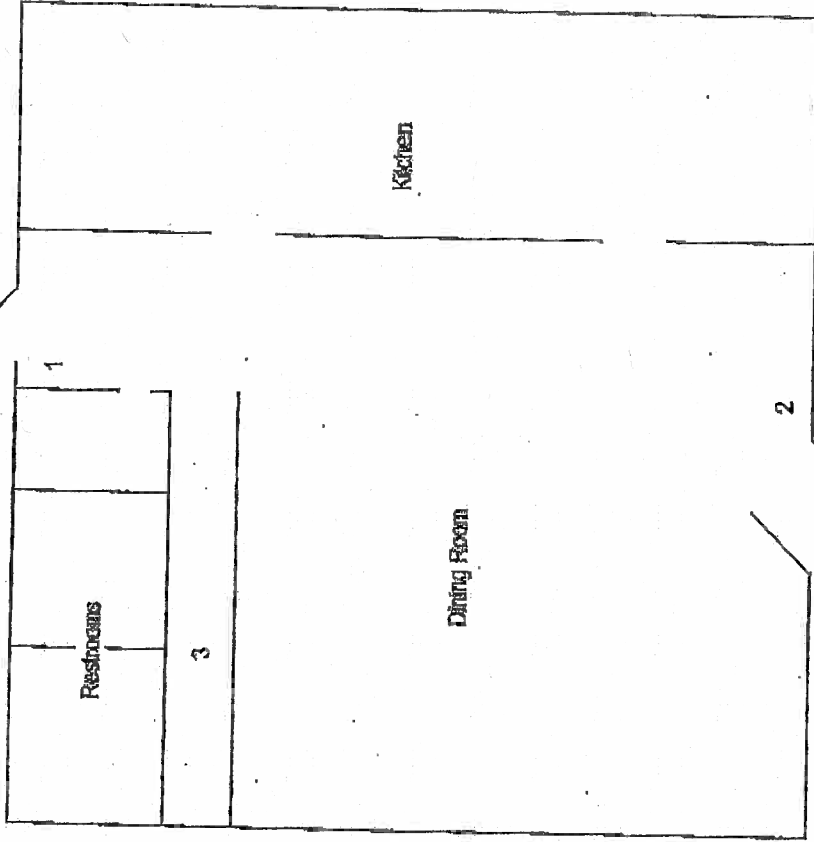
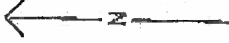
Respectfully submitted

A handwritten signature in black ink, appearing to read "Lauren A. Speelman". The signature is written in a cursive style with a large initial "L".

Lauren A. Speelman  
EICS IM 1193

Bulk Sampling Locations  
205 W. Fifth Street  
Reno, NV

*Lauren A. Spahr*  
Lauren A. Spahr  
EICS #A 1193





**ASBESTOS TEM LABORATORIES, INC.**

**EPA Method 600/R-93/116  
Polarized Light Microscopy  
Analytical Report**

**Report No. 119332**

1350 Freeport Blvd., Unit 104  
Sparks, NV 89431  
(775) 359-3377  
FAX (775) 359-2798

*With Main Office Located At:*  
630 Bancroft Way, Berkeley, CA 94710  
Ph. (510) 704-8930 Fax (510) 704-8929

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ASBESTOS TEM LABORATORIES, INC

Accredited by  
U.S. Dept. of Commerce  
**NVLAP**  
NVLAP Lab Code 200104-0

May-04-12

Ms. Lauren Speelman  
E.I.C.S.  
2900 Vassar Street, #503  
Reno, NV 89502

RE: LABORATORY JOB # 875-###  
Polarized light microscopy analytical results for 3 bulk sample(s).  
Job Site: 205 W. Fifth Street, Reno  
Job No.: TT5312-1  
Report No.: 119332

Enclosed please find the bulk material analytical results for one or more samples submitted for asbestos analysis. The analyses were performed in accordance with EPA Method 600/R-93/116 or 600/M4-82-020 for the determination of asbestos in bulk building materials by polarized light microscopy (PLM). Please note that while PLM analysis is commonly performed on non-friable and fine grained materials such as floor tiles and dust, the EPA method recognizes that PLM is subject to limitations. In these situations, accurate results may only be obtainable through the use of more sophisticated and accurate techniques such as transmission electron microscopy (TEM) or X-ray diffraction (XRD).

Prior to analysis, samples are logged-in and all data pertinent to the sample recorded. The samples are checked for damage or disruption of any chain-of-custody seals. A unique laboratory ID number is assigned to each sample. A hard copy log-in sheet containing all pertinent information concerning the sample is generated. This and all other relevant paper work are kept with the sample throughout the analytical procedures to assure proper analysis.

Each sample is opened in a class 100 HEPA negative air hood. A representative sampling of the material is selected and placed onto a glass microscope slide containing a drop of refractive index oil. The glass slide is placed under a polarizing light microscope where standard mineralogical techniques are used to analyze and quantify the various materials present, including asbestos. The data is then compiled into standard report format and subjected to a thorough quality assurance check before the information is released to the client.

For possible future reference, samples are normally kept on file for one year.

Sincerely Yours,

Laboratory Analyst  
ASBESTOS TEM LABORATORIES, INC.

— These results relate only to the samples tested and must not be reproduced, except in full, with the approval of the laboratory. This report must not be used to claim product endorsement by NVLAP or any other agency of the U.S. Government. —



# POLARIZED LIGHT MICROSCOPY ANALYTICAL REPORT

EPA Method 600/R-93/116 or 600/M4-82-020

Contact: Ms. Lauren Speelman  
Address: E.I.C.S.  
2900 Vassar Street, #503  
Reno, NV 89502

Samples Indicated: 3  
Reg. Samples Analyzed: 3  
Split Layers Analyzed: 0  
Job Site / No. 205 W. Fifth Street, Reno  
TT5312-1

Report No. 119332  
Date Submitted: May-03-12  
Date Reported: May-04-12

SAMPLE ID	ASBESTOS TYPE	OTHER DATA 1) Non-Asbestos Fibers 2) Matrix Materials 3) Date/Time Collected 4) Date Analyzed	DESCRIPTION
			FIELD LAB
1. Lab ID # 875-01947-001	5-10% Chrysotile	1) None Detected 2) 90-95% Mica, Calc, Other m.p. 3) 4) May-04-12	Spray Acoustic Ceiling, North Entrance Acoustic Ceiling-White/Brown
2. Lab ID # 875-01947-002	5-10% Chrysotile	1) None Detected 2) 90-95% Mica, Calc, Other m.p. 3) 4) May-04-12	Spray Acoustic Ceiling, South Entrance Acoustic Ceiling-White/Brown
3. Lab ID # 875-01947-003	None Detected	1) 1-5% Cellulose 2) 95-99% Calc, PlastFoam, Other m.p. 3) 4) May-04-12	Spray Acoustic Ceiling, Hall by Restrooms Acoustic Ceiling-White
Lab ID #		1) 2) 3) 4)	
Lab ID #		1) 2) 3) 4)	
Lab ID #		1) 2) 3) 4)	
Lab ID #		1) 2) 3) 4)	
Lab ID #		1) 2) 3) 4)	
Lab ID #		1) 2) 3) 4)	
Lab ID #		1) 2) 3) 4)	

Detection Limit of Method is Estimated to be 1% Asbestos Using a Visual Area Estimation Technique

Laboratory Analyst

Greg Hanes

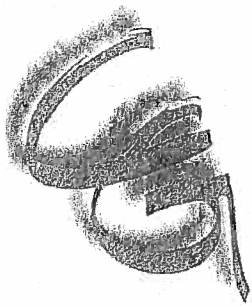


**C & G ENVIRONMENTAL CONSULTING INC - ASBESTOS AIR SAMPLING ASSESSMENT  
DATED FEBRUARY 23 & 24, 2013**

**AND**

**ASBESTOS TEM LABORATORIES INC - FINAL CLEARANCE LAB ANALYTICAL RESULTS  
DATED FEBRUARY 23, 2013**

**FOR THE PROPERTY LOCATED AT 205 WEST 5<sup>TH</sup> STREET, RENO 89509**



# C & G Environmental Consulting, Inc.

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February 24, 2013  
C&G Environmental Project No. 01022313

Golden Flower Vietnamese Restaurant  
205 W. 5<sup>th</sup> Street  
Reno, NV 89503

ATTN: Long Thai

RE: **ASBESTOS AIR SAMPLING ASSESSMENT: 205 WEST FIFTH STREET,  
RENO, NEVADA**

C&G Environmental Consulting is pleased to submit this report that presents the results of an asbestos air sampling assessment in a commercial restaurant building that is located at 205 W. Fifth Street, in Reno, Nevada.

## 1.0 ASBESTOS AIR SAMPLING ASSESSMENT

On February 23, 2013, an OSHA certified air monitoring technician from C&G Environmental Consulting conducted an asbestos air sampling in the above referenced restaurant building. The air sampling assessment was conducted at the direction of Mr. Michael Osborn with the Washoe County Health District – Air Quality Management Division (WCHD-AQMD), due to the unauthorized removal of asbestos containing spray acoustic ceiling texture materials in the restaurant dining area. Five air samples were collected during this air sampling assessment. Three air samples were collected in the restaurant dining area, one sample was collected in the kitchen area, and one sample was collected in the north entry area.

The asbestos air samples were collected in accordance with accepted OSHA standards. All samples collected were delivered by approved chain-of-custody protocol, and analyzed at Asbestos TEM Laboratories, Inc., in Sparks, Nevada, utilizing Phase Contrast Microscopy (PCM) per NIOSH 7400 Method.

## 2.0 AIR SAMPLING AND VISUAL CLEARANCE RESULTS

Analytical results from the asbestos air sampling event indicated that the average concentration of fibers per cubic centimeter (f/cc) in the five asbestos air samples were well below final clearance and re-occupancy criteria of 0.01 f/cc.

Upon receipt of these results, Mr. Michael Osborn with the WCHD-AQMD and Golden Flower Vietnamese Restaurant personnel were notified that the interior areas of the restaurant met post-remediation standards, and that the interior areas could be reoccupied.

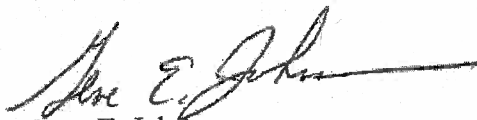
### 3.0 LIMITATIONS

C&G Environmental Consulting makes no warranties or guarantees as to the accuracy or completeness of information obtained from, provided by, or compiled by others (i.e. laboratories). It is possible that information exists beyond the scope of this investigation. This report is not a legal opinion. The services performed by C&G Environmental Consulting have been conducted in a manner consistent with the level of care ordinarily exercised by members of our profession currently licensed by the State of Nevada to perform this work, and practicing under similar conditions. No other warranty, expressed or implied, is made.

### 4.0 CLOSURE

We appreciated the opportunity to be of service to the Golden Flower Vietnamese Restaurant during this project. Should you have any questions regarding the contents of this report, or need additional information, please contact us at your convenience.

Respectfully Submitted,  
C&G ENVIRONMENTAL CONSULTING, INC.



Gene E. Johnson

Project Director

Asbestos Consultant License No. IJPM0604

**APPENDIX A**  
**FINAL CLEARANCE LABORATORY ANALYTICAL**  
**RESULTS**

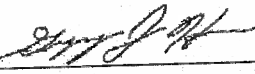
**PHASE CONTRAST MICROSCOPY  
ANALYTICAL REPORT**  
NIOSH 7400 Method

Page: 1 of 1

Contact: Mr. Gene Johnson	Samples Submitted: 5	Report No.: 121762
Address: C & G Environmental Consulting, LLC	Samples Processed: 5	Date Submitted: Feb-23-13
P.O. Box 5298	Job Site / No. 205 West Fifth Street, Reno	Date Reported: Feb-23-13
Reno, NV 89513	01022313	

SAMPLE ID	FIBERS per CC	95% UCL	FIBERS per FIELDS	FIBERS per FILTER	LOCATION / DESCRIPTION
1. Lab ID # 867-01721-001	< 0.0020	< 0.0038	< $\frac{5.5}{100}$	< 1962	Area/Final, Seating Area-Northwest Corner Volume(L) Pump Time(Min) Flow Rate(LPM) 1333.3 134 9.95
2. Lab ID # 867-01721-002	< 0.0020	< 0.0036	< $\frac{5.5}{100}$	< 2452	Area/Final, Seating Area-Southwest Corner Volume(L) Pump Time(Min) Flow Rate(LPM) 1340 134 10
3. Lab ID # 867-01721-003	< 0.0020	< 0.0037	< $\frac{5.5}{100}$	< 2452	Area/Final, Seating Area-Northeast Corner Volume(L) Pump Time(Min) Flow Rate(LPM) 1333.3 134 9.95
4. Lab ID # 867-01721-004	< 0.0020	< 0.0038	< $\frac{5.5}{100}$	< 1962	Area/Final, Kitchen Volume(L) Pump Time(Min) Flow Rate(LPM) 1340 134 10
5. Lab ID # 867-01721-005	0.0022	0.0038	$\frac{6.0}{100}$	2943	Area/Final, North Entry Volume(L) Pump Time(Min) Flow Rate(LPM) 1340 134 10
Lab ID #					Volume(L) Pump Time(Min) Flow Rate(LPM)
Lab ID #					Volume(L) Pump Time(Min) Flow Rate(LPM)
Lab ID #					Volume(L) Pump Time(Min) Flow Rate(LPM)
Lab ID #					Volume(L) Pump Time(Min) Flow Rate(LPM)
Lab ID #					Volume(L) Pump Time(Min) Flow Rate(LPM)

Detection Limit = 7 Fibers/MM2

Laboratory Analyst 

Greg Hanes  
(775) 359-3377

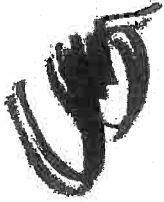
ASBESTOS TEM LABORATORIES, INC. 1350 Freeport Blvd., Sparks, NV 89431  
With Main Office in Berkeley, CA (510) 704-8930



**APPENDIX B**  
**CHAIN OF CUSTODY RECORD**

# C&G ENVIRONMENTAL CONSULTING, INC.

## \*\*\* AIR SAMPLE SUBMISSION FORM / CHAIN-OF-CUSTODY REPORT \*\*\*



Company: C&G ENVIRONMENTAL CONSULTING, INC.  PCM  TEM  LEAD  
 Address: P.O. BOX 19476  2 hr  4 hr  8 hr  24 hr  2 Day  3 Day  
 City-State-Zip: RENO, NEVADA 89511 Job Site: 205 West Fifth Street, Reno  
 Contact Person: GENE JOHNSON Job no: 01022313 P.O.#:  
 Email: candenviro@gmail.com Phone: Fax:

Sample Number	Sample Type	Time ON	Time OFF	Total Time(m)	Flow Rate (lpm)		Volume (l)	Location / Description
					ON	OFF		
1	Ambient	9:33	11:47	10	9.9	9.9		Seating Area - Northwest Corner
2	"	9:34	11:48	10	10	10		Seating Area - Southwest Corner
3	"	9:35	11:49	10	9.8	9.9		Seating Area - Northeast Corner
4	"	9:36	11:50	10	10	10		Kitchen
5	"	9:37	11:51	10	10	10		North Entry

Special instructions: Relinquished by Gene E. Johnson / C&G Environmental

Relinquished by		Received by	
Name/Company	Signature	Name/Company	Signature
Gene E. Johnson / C&G Environmental	<i>Gene E. Johnson</i>	Sue Ehrlich / ATEM Corp/James / ADA	<i>Sue Ehrlich</i>

Date / Time: 2-23-13 12:07 PM

Date / Time: 2-23-13 12:07 PM



# Washoe County Health District



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

**STAFF REPORT**  
**BOARD MEETING DATE: March 28, 2013**

**DATE:** March 15, 2013  
**TO:** District Board of Health  
**FROM:** Lori Cooke, Fiscal Compliance Officer, Washoe County Health District  
 775-325-8068, [lcooke@washoecounty.us](mailto:lcooke@washoecounty.us)  
**THROUGH:** Eileen Stickney, Administrative Health Services Officer

**SUBJECT:** Proposed approval of Subgrant Amendment #1 from the Nevada Department of Health and Human Services, Health Division, Bureau of Child, Family and Community Wellness for the period January 1, 2012 through December 31, 2014, with funding of \$460,145 per calendar year (reduced from CY12 funding of \$486,542), approve the reduction of PC#70002278, Health Educator II (vacant) from 1.0FTE to 0.49 FTE, in support of the HIV Prevention Grant Program, IO 10013; and authorize the Chairman of the Board to sign.

## SUMMARY

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

The Washoe County Health District (District) received Amendment #1 from the Nevada Department of Health and Human Services, Health Division in the amount of \$460,145, for the period January 1, 2013 through December 31, 2014 in support of the HIV Prevention program, IO 10013. A copy of Amendment #1 is attached.

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

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

Approval of Amendment #1 also supports the District's Community & Clinical Health Services Division Sexual Health program's mission to provide comprehensive prevention education, treatment, and surveillance activities in Washoe County that reduce the incidence of STD infection including HIV. The Sexual Health Program emphasizes strategies that empower individuals to decrease risk-related behaviors, thereby decreasing the incidence of new STD and HIV infections in the community.

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

**PREVIOUS ACTION**

The Washoe County District Board of Health approved a Notice of Subgrant Award in the amount of \$486,542 (per calendar year) in support of the HIV Prevention Program on February 23, 2012 for the period January 1, 2012 through December 31, 2013.

**BACKGROUND**

This Subgrant provides funding for personnel, travel and training, operating supplies, professional services, educational supplies, advertising, lab/outpatient, non-capital equipment, and other expenses, including funding specifically for community outreach, planning meetings and program participation via the use of incentives/enablers (including but not limited to, gift cards/gift certificates, transportation and food vouchers, educational outreach items, nutritious food and beverage, behavioral reinforcers, etc.).

The subgrant has been adjusted to reduce funding from \$486,542 per calendar year to \$460,145 per calendar year and to extend the contract one additional year.

**FISCAL IMPACT**

Based on available funding, the Nevada Department of Health and Human Services, Health Division reduced the CY13 award from \$486,542 to \$460,145. The funding reduction has been addressed by the reduction of a 1.0 FTE Health Educator II (vacant) to a 0.49 FTE Health Educator II (intermittent). In addition, indirect in the amount of 8.8% of personnel has been included.

This is a calendar year grant and sufficient budget authority exists through June 30, 2013. As such, no budget amendment is necessary.

**RECOMMENDATION**

Staff recommends that the District Board of Health approve Subgrant Amendment #1 from the Nevada Department of Health and Human Services, Health Division, Bureau of Child, Family and Community Wellness for the period January 1, 2012 through December 31, 2014, with funding of \$460,145 per calendar year (reduced from CY12 funding of \$486,542), approve the reduction of PC#70002278, Health Educator II (vacant) from 1.0FTE to 0.49 FTE, in support of the HIV Prevention Grant Program, IO 10013; and authorize the Chairman of the Board to sign.

**POSSIBLE MOTION**

Subgrant Amendment #1 from the Nevada Department of Health and Human Services, Health Division, Bureau of Child, Family and Community Wellness for the period January 1, 2012 through December 31, 2014, with funding of \$460,145 per calendar year (reduced from CY12 funding of \$486,542), approve the reduction of PC#70002278, Health Educator II (vacant) from 1.0FTE to 0.49 FTE, in support of the HIV Prevention Grant Program, IO 10013; and authorize the Chairman of the Board to sign.

**Nevada Department of Health and Human Services  
HEALTH DIVISION**  
(hereinafter referred to as the DIVISION)

HD Amendment #: 12132-1  
 HD Contract #: 12132  
 Budget Account #: 3215  
 Category #: 15  
 GL #: 8516

**SUBGRANT AMENDMENT #1**

<b>Program Name:</b> HIV Prevention Program Bureau of Child, Family & Community Wellness Nevada State Health Division		<b>Subgrantee Name:</b> Washoe County Health District Attn: Eileen Stickney	
<b>Address:</b> 4150 Technology Way, Suite #106 Carson City, NV 89706-2009		<b>Address:</b> P. O. Box 11130 Reno, NV 89520-0027	
<b>Original Subgrant Period:</b> <del>January 1, 2012 – December 31, 2013</del> <i>MAR 15, 2012 CME</i>		<b>Subgrantee EIN#:</b> 88-60000138	
<b>Amended Subgrant Period:</b> January 1, 2012 – December 31, 2014 <i>MAR 15, 2012 CME</i>		<b>Subgrantee Vendor#:</b> T40283400Q	
<b>Dun &amp; Bradstreet #:</b> 73786998			
<b>Source of Funds:</b>	<b>% of Funds:</b>	<b>CFDA#:</b>	<b>Federal Grant #:</b>
1. Centers for Disease Control and Prevention (CDC)	100%	93.940	5U62PS003654-02

**Amendment #1:** The purpose of this amendment is to redistribute funding within existing budget categories and add an "Indirect" line item, at an Indirect Cost Rate of 8.8 percent of total Personnel costs, for a total overall budget reduction of \$26,397. The existing scope of work will remain the same. The subgrant period has also been revised to add an additional year. Total reimbursement will not exceed \$460,145 per year.

Budget Categories	From	Addition/Reduction of funds	To
Personnel	\$365,509	(\$41,435)	\$324,074
Travel	\$4,549	<0>	\$4,549
Operating	\$5,410	<0>	\$5,410
Supplies	\$24,605	<0>	\$24,605
Contractual	<0>	<0>	<0>
Other	\$86,469	(\$13,481)	\$72,988
Indirect	<0>	\$28,519	\$28,519
<b>Total Cost</b>	<b>\$486,542</b>	<b>(\$26,397)</b>	<b>\$460,145</b>

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

Authorized Sub-grantee Official Title	Signature	Date
Lyell S. Collins, MBA Program Manager	<i>[Signature]</i>	8/27/13
Deborah A. Harris, MA Bureau Chief	<i>[Signature]</i>	2/18/13
Richard Whitley, MS Administrator, Health Division	<i>[Signature]</i>	

*DF 2/11/13*  
*CEB*



# Washoe County Health District



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

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

**DATE:** March 15, 2013  
**TO:** District Board of Health  
**FROM:** Lori Cooke, Fiscal Compliance Officer, Washoe County Health District  
 775-325-8068, [lcooke@washoecounty.us](mailto:lcooke@washoecounty.us)

**THROUGH:** Eileen Stickney, Administrative Health Services Officer

**SUBJECT:** Proposed approval of Subgrant Award from the Nevada Department of Health and Human Services, Health Division for the period January 1, 2013 through December 31, 2013 in the amount of \$80,751 in support of the Tuberculosis Centers for Disease Control and Prevention (CDC) Grant Program, IN 10016; and authorize the Chairman of the Board to sign.

### SUMMARY

The Washoe County Health District (District) received a Notice of Subgrant Award from the Nevada Department of Health and Human Services, Health Division in the amount of \$80,751, for the period January 1, 2013 through December 31, 2013 in support of the Tuberculosis CDC Grant Program. A copy of 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: Sustainability, including financial sustainability, sustaining our services and infrastructure, and sustainability of our natural resources.

Approval of the Subgrant Award also supports the District's Community & Clinical Health Services Division Tuberculosis Prevention Program's mission to prevent and control Tuberculosis in order to reduce morbidity, disability and premature death due to Tuberculosis by reducing the number of Tuberculosis cases per 100,000 in Washoe County.

### PREVIOUS ACTION

The Washoe County District Board of Health approved a Notice of Subgrant Award in the amount of \$71,064 for period January 1, 2012 through December 31, 2013 on January 26, 2012.

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

**BACKGROUND**

This Subgrant provides funding for personnel (.47 of a 1.0 FTE - PHN II), required CDC travel, isolation housing, and incentives/enablers. Incentives/enablers are intended to increase compliance for completion of Tuberculosis treatment and include, but are not limited to, transportation and food vouchers, telephone calling cards, personal items, behavioral reinforcers, etc. Indirect in the amount of 10% of personnel has been included.

**FISCAL IMPACT**

This is a calendar year grant and sufficient budget authority exists through June 30, 2013. As such, no budget amendment is necessary.

**RECOMMENDATION**

Staff recommends that the District Board of Health approve the Subgrant Award from the Nevada Department of Health and Human Services, Health Division for the period January 1, 2013 through December 31, 2013 in the amount of \$80,751 in support of the Tuberculosis Centers for Disease Control and Prevention (CDC) Grant Program, IN 10016; and authorize the Chairman of the Board to sign.

**POSSIBLE MOTION**

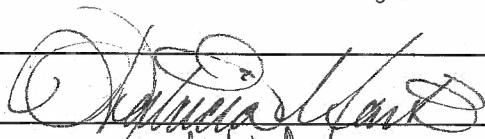
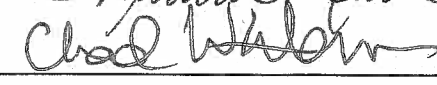
Move to approve the Subgrant Award from the Nevada Department of Health and Human Services, Health Division for the period January 1, 2013 through December 31, 2013 in the amount of \$80,751 in support of the Tuberculosis Centers for Disease Control and Prevention (CDC) Grant Program, IN 10016; and authorize the Chairman of the Board to sign.

HEALTH DIVISION

(hereinafter referred to as the DIVISION)

Budget Account #: 3219  
 Category #: 14  
 GL #: 8516

NOTICE OF SUBGRANT AWARD

<b>Program Name:</b> TB Control and Elimination Program, Office of Epidemiology Bureau of Health Statistics, Planning, Epidemiology, and Response (HSPER) Nevada State Health Division		<b>Subgrantee Name:</b> Washoe County Health District (WCHD)	
<b>Address:</b> 4150 Technology Way, Suite 311 Carson City, NV 89706-2009		<b>Address:</b> P. O. Box 11130 Reno, NV 89520	
<b>Subgrant Period:</b> January 1, 2013 through December 31, 2013		<b>Subgrantee's</b> <b>EIN#:</b> 88-6000138 <b>Vendor#:</b> T40283400Q <b>Dun &amp; Bradstreet#:</b> 073786998	
<b>Reason for Award:</b> To fund activities for the prevention and control of <i>M. tuberculosis</i> in Washoe County.			
<b>County(ies) to be served:</b> ( ) Statewide (✓) Specific county or counties: Washoe County			
<b>Approved Budget Categories:</b>			
1. Personnel	\$	65,477	
2. Travel	\$	6,080	
3. Operating	\$	0	
4. Equipment	\$	0	
5. Contractual/Consultant	\$	0	
6. Training	\$	0	
7. Other	\$	2,646	
8. Indirect	\$	6,548	
<b>Total Cost</b>		\$	80,751
<b>Disbursement of funds will be as follows:</b> Payment will be made upon receipt and acceptance of an invoice and supporting documentation specifically requesting reimbursement for actual expenditures <i>specific to this subgrant</i> . Total reimbursement will not exceed \$ 80,751 .00 during the subgrant period.			
<b>Source of Funds:</b>		<b>% of Funds:</b>	<b>CFDA#:</b>
1. Centers for Disease Control & Prevention (CDC)		100%	93.116
			<b>Federal Grant #:</b> 5U52PS907855-22
<b>Terms and Conditions</b> In accepting these grant funds, it is understood that: 1. Expenditures must comply with appropriate state and/or federal regulations. 2. This award is subject to the availability of appropriate funds. 3. Recipient of these funds agrees to stipulations listed in Sections A, B, and C of this subgrant award.			
Chairman, Washoe County District Board of Health, WCHD	Signature		Date
Patricia (Townsend) Martin, TB Controller			01/15/2013
Chad Westom, Bureau Chief			2/4/13
Richard Whitley, MS, Administrator, Health Division			

01/11/13 PW 1/13



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

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

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

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

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

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

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

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

Description of services, scope of work, deliverables and reimbursement

These funds will be utilized in accordance with the mission of the Nevada State Health Division Tuberculosis Prevention and Elimination Program which is to promote and protect the well-being of Nevadans and visitors to our state by preventing, controlling, tracking and ultimately eliminating tuberculosis (TB) in the citizens of Nevada by providing services toward the control and elimination of tuberculosis, including rapid identification and diagnosis of the disease, timely contact investigation and completion of treatment.

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

- The subgrantee will: coordinate case management for active TB cases, suspected cases of tuberculosis and high-risk contacts including: reporting; investigating; assurance of patient adherence to medication regimen; legal referral for non-adherence; and home visits for assessment, provision of direct observed therapy (DOT) and monitoring of treatment regimes.
- The subgrantee will: conduct evaluation and treatment if applicable of suspect cases of tuberculosis and Class B Immigrants, and will initiate timely response to Electronic Disease Notification (EDN) alerts regarding immigrants and refugees.
- The subgrantee will: provide incentives and/or enablers as defined as, but not limited to: transportation, gasoline or food vouchers, personal items, telephone calling cards, housing and utility assistance as well as patient centered behavioral reinforcement items. The incentives and/or enablers are provided with the intent that they help patients (for both TB disease and latent tuberculosis infection) and contacts more readily complete appropriate testing, therapy and/or adhere to treatment.
- The subgrantee will: conduct TB surveillance for epidemiological trends.
- The subgrantee will: participate in the TB Program Evaluation and Human Resource Development activities as outlined by the Health Division.
- The subgrantee will: provide TB outreach and education to the community and health care providers when requested; assist detention centers, clinics, hospitals, homeless shelters and group home staff to increase screening and recognition of symptoms of TB; and assist with TB evaluation in treatment and residential care centers to ensure compliance with licensure regulations upon request.
- The subgrantee will: maintain case files, contact investigation and other records that are necessary for the planning, implementation and evaluation of the program; upon request to allow the Health Division personnel to observe clinics, to communicate directly with the staff, to have access to all information and records pertinent to the Tuberculosis Control and Elimination Program and to conduct an annual program review.
- Policies and protocols for TB care and investigation, infection control and OSHA requirements will follow CDC guidelines and be revised as needed. A Report of Verified Case of Tuberculosis (RVCT) will be submitted for all Mycobacterium Tuberculosis Complex (MTBC) confirmed cases identified in Clark County. An Aggregate Report for Tuberculosis Program Evaluation (ARPE) will be submitted no later than August 1<sup>st</sup>. A Quarterly Report will be submitted 45 days after the end of each quarter. Deadlines are as follows: May 15, August 15, November 15 and February 15.
- The RVCT form must be submitted via the National Epidemiology Data Surveillance System (NEDSS) Base System (NBS) or by hard copy within 45 days of diagnosis to NSHD TB Program, Attn: TB Controller, 3811 W. Charleston Blvd. Suite 205, Las Vegas, NV 89102. The ARPE and Quarterly Reports are to be submitted electronically to [ptownsend@health.nv.gov](mailto:ptownsend@health.nv.gov) or other designated email. In

the event the Subgrantee is unable to provide an electronic version a hardcopy version may be accepted with prior verbal authorization. Written copies of the request for reimbursement are required.

(Note: brief reports should be requested / submitted with each request for reimbursement).

- The subgrantee will: identify the source of funding on all printed documents purchased or produced within the scope of this subgrant, using a statement similar to: "This publication (journal, article, etc.) was supported by the Nevada State Health Division through Grant Number 5U52PS907855-22 from the Centers for Disease Control and Prevention. Its contents are solely the responsibility of the authors and do not necessarily represent the official views of the Nevada State Health Division or the Centers for Disease Control and Prevention."
- Any activities performed under this subgrant shall acknowledge the funding was provided through the State Health Division by Grant Number 5U52PS907855-22 from the Centers for Disease Control and Prevention

(continued on next page)

Subgrantee agrees to adhere to the following budget:

1. Personnel	\$ 65,477	\$ 65,477	TB Coordinator 58% of 1.0 FTE. This amount reflects percent annual salary including fringe benefits; Hourly intermittent PHN and RN with no fringe
2. Travel	\$ 6,080	\$ 6,080	Travel will be used for subgrantee staff to attend Tuberculosis related meetings, seminars, workshops and trainings. These funds may also be used to provide transportation for medical staff to access patients or contacts to patients. Travel reimbursement will be made in accordance with State Administrative Manual (SAM) section 0200 and 0320 available at: <a href="http://nevadabudget.org/index.php/publications/sam">http://nevadabudget.org/index.php/publications/sam</a>
3. Operating	\$ 0		
4. Equipment	\$ 0		
5. Contractual Consultant	\$ 0		
6. Training	\$ 0		
7. Other	\$ 2,646	\$ 2,646	To include but not limited to: 1) Laboratory and Radiograph testing 2) TB screening and health assessments 3) Incentives and Enablers (e.g. transportation and food vouchers, telephone calling cards, personal items, behavioral reinforcers) funds are to be used with contacts and/or TB patients to bring them in for treatment and/or testing. 4) Patient Housing funds will be used to provide housing support for homeless or at-risk for being homeless TB patients and active/suspect TB clients during initial treatment and/or evaluation phase or until they are no longer contagious. 5) Promotional and educational materials. 6) MD Consultants and other professional services (e.g. Pharmacy, transcribing, etc.). 7) Operating supplies: office rent/space, postage, telephone, misc. office supplies, licenses
8. Indirect	\$ 6,548	\$ 6,548	10% of total personnel costs
Total Cost	\$ 80,751		

- Subgrantee may make categorical funding adjustments up to ten percent (10%) of the total subgrant amount without amending the agreement, so long as the adjustment is reasonable to support the activities described within the Scope of Work and the adjustment does not alter the Scope of Work.

Subgrantee must notify or obtain prior authorization (email notification is acceptable) for any funding adjustment(s).

- Equipment purchased with these funds belongs to the federal program from which this funding was appropriated and shall be returned to the program upon termination of this agreement.
- Travel expenses, per diem, and other related expenses must conform to the procedures and rates allowed for State officers and employees. It is the Policy of the Board of Examiners to restrict contractors/Subgrantees to the same rates and procedures allowed State Employees. The State of Nevada reimburses at rates comparable to the rates established by the US General Services Administration, with some exceptions (State Administrative Manual 0200.0 and 0320.0).

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

- Reimbursement may be requested monthly or quarterly for expenses incurred in the implementation of the Scope of Work;
- Reimbursement will not exceed \$80,751.00 for the period of the subgrant. Full reimbursement is contingent on funding the CDC provides to Nevada which may not be fully realized until the final quarter of 2013
- Requests for Reimbursement will be accompanied by supporting documentation, including a line item description of expenses incurred; and
- Additional expenditure detail will be provided upon request from the Division.

Additionally, the Subgrantee agrees to provide:

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

**The Nevada State Health Division agrees to:**

- Provide technical assistance, upon request from the subgrantee;
  - Provide assistance for the implementation of program activities;
  - Coordinate with other state agencies as needed;
  - Tabulate and interpret required data and program evaluation;
  - Seek Epidemiology Aide and other assistance from the Centers for Disease Control and Prevention (CDC) if needed to prevent or control a TB outbreak in Washoe County;
  - Forward any opportunities for education related to TB disease;
  - Forward any changes in the recommendations for the care of TB cases or latent TB infection from the CDC;
  - Serve as the authority responsible for ensuring necessary reports and documents are submitted to the CDC, per reporting deadlines;
  - Forward reports to appropriate facility, i.e. CDC, interstate agencies, Dept. of Quarantine, etc.
- The Health Division reserves the right to hold reimbursement under this subgrant until any delinquent forms, reports, and expenditure documentation are submitted to and accepted by the Health Division.

**Both parties agree:**

Site-visit monitoring and/or audits may be conducted by the Nevada State Health Division or the Centers for Disease Control and Prevention or related staff of the Subgrantee's TB program to evaluate progress and compliance with the activities outlined in the Scope of Work. Program and fiscal audits shall occur as needed.

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

- Both parties agree that no work related to this subgrant may begin until a Business Associate Agreement has been signed and placed on file with the Nevada State Health Division's Administration Office. To satisfy this requirement, for this agreement, fill out and sign Section E.
- This subgrant may be extended up to a maximum term of four years upon agreement of both parties and if funding is available.

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

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

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

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

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

An explanation of the form is provided below.

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

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

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

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

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

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

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





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

NEVADA STATE HEALTH DIVISION  
AUDIT INFORMATION REQUEST

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

---

SIGNATURE

TITLE

DATE

## SECTION E

### BUSINESS ASSOCIATE ADDENDUM

BETWEEN

*Nevada State Health Division*  
Hereinafter referred to as the "Covered Entity"

and  
Washoe County Health District (WCHD)  
Hereinafter referred to as the "Business Associate".

**PURPOSE.** In order to comply with the requirements of HIPAA and the HITECH Act, this Addendum is hereby added and made part of the Contract between the Covered Entity and the Business Associate. This Addendum establishes the obligations of the Business Associate and the Covered Entity as well as the permitted uses and disclosures by the Business Associate of protected health information it may possess by reason of the Contract. The Covered Entity and the Business Associate shall protect the privacy and provide for the security of protected health information disclosed to the Business Associate pursuant to the Contract and in compliance with the Health Insurance Portability and Accountability Act of 1996, Public Law 104-191 ("HIPAA"), the Health Information Technology for Economic and Clinical Health Act, Public Law 111-5 ("the HITECH Act"), and regulation promulgated there under by the U.S. Department of Health and Human Services (the "HIPAA Regulations") and other applicable laws.

**WHEREAS,** the Business Associate will provide certain services to the Covered Entity, and, pursuant to such arrangement, the Business Associate is considered a business associate of the Covered Entity as defined in HIPAA, the HITECH Act, the Privacy Rule and Security Rule; and

**WHEREAS,** Business Associate may have access to and/or receive from the Covered Entity certain protected health information, in fulfilling its responsibilities under such arrangement; and

**WHEREAS,** the HIPAA Regulations, the HITECH Act, the Privacy Rule and the Security Rule require the Covered Entity to enter into a contract containing specific requirements of the Business Associate prior to the disclosure of protected health information, as set forth in, but not limited to, 45 CFR Parts 160 & 164 and Public Law 111-5.

**THEREFORE,** in consideration of the mutual obligations below and the exchange of information pursuant to this Addendum, and to protect the interests of both Parties, the Parties agree to all provisions of this Addendum.

- 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. **Breach** means the unauthorized acquisition, access, use, or disclosure of protected health information which compromises the security or privacy of the protected health information. The full definition of breach can be found in 42 USC 17921 and 45 CFR 164.402.
  2. **Business Associate** shall mean the name of the organization or entity listed above and shall have the meaning given to the term under the Privacy and Security Rule and the HITECH Act. For full definition refer to 45 CFR 160.103.
  3. **CFR** stands for the Code of Federal Regulations.
  4. **Contract** shall refer to this Addendum and that particular Contract to which this Addendum is made a part.
  5. **Covered Entity** shall mean the name of the Division listed above and shall have the meaning given to such term under the Privacy Rule and the Security Rule, including, but not limited to 45 CFR 160.103.
  6. **Designated Record Set** means a group of records that includes protected health information and is maintained by or for a covered entity or the Business Associate that includes, but is not limited to, medical, billing, enrollment, payment, claims adjudication, and case or medical management records. Refer to 45 CFR 164.501 for the complete definition.
  7. **Disclosure** means the release, transfer, provision of, access to, or divulging in any other manner of information outside the entity holding the information as defined in 45 CFR 160.103.

8. **Electronic Protected Health Information** means individually identifiable health information transmitted by electronic media or maintained in electronic media as set forth under 45 CFR 160.103.
9. **Electronic Health Record** means an electronic record of health-related information on an individual that is created, gathered, managed, and consulted by authorized health care clinicians and staff. Refer to 42 USC 17921.
10. **Health Care Operations** shall have the meaning given to the term under the Privacy Rule at 45 CFR 164.501.
11. **Individual** means the person who is the subject of protected health information and is defined in 45 CFR 160.103.
12. **Individually Identifiable Health Information** means health information, in any form or medium, including demographic information collected from an individual, that is created or received by a covered entity or a business associate of the covered entity and relates to the past, present, or future care of the individual. Individually identifiable health information is information that identifies the individual directly or there is a reasonable basis to believe the information can be used to identify the individual. Refer to 45 CFR 160.103.
13. **Parties** shall mean the Business Associate and the Covered Entity.
14. **Privacy Rule** shall mean the HIPAA Regulation that is codified at 45 CFR Parts 160 and 164, Subparts A, D and E.
15. **Protected Health Information** means individually identifiable health information transmitted by electronic media, maintained in electronic media, or transmitted or maintained in any other form or medium. Refer to 45 CFR 160.103 for the complete definition.
16. **Required by Law** means a mandate contained in law that compels an entity to make a use or disclosure of protected health information and that is enforceable in a court of law. This includes, but is not limited to: court orders and court-ordered warrants; subpoenas, or summons issued by a court; and statues or regulations that require the provision of information if payment is sought under a government program providing public benefits. For the complete definition refer to 45 CFR 164.103.
17. **Secretary** shall mean the Secretary of the federal Department of Health and Human Services (HHS) or the Secretary's designee.
18. **Security Rule** shall mean the HIPAA regulation that is codified at 45 CFR Parts 160 and 164 Subparts A and C.
19. **Unsecured Protected Health Information** means protected health information that is not rendered unusable, unreadable, or indecipherable to unauthorized individuals through the use of a technology or methodology specified by the Secretary in the guidance issued in Public Law 111-5. Refer to 42 USC 17932 and 45 CFR 164.402.
20. **USC** stands for the United States Code.

## II. OBLIGATIONS OF THE BUSINESS ASSOCIATE.

1. **Access to Protected Health Information.** The Business Associate will provide, as directed by the Covered Entity, an individual or the Covered Entity access to inspect or obtain a copy of protected health information about the Individual that is maintained in a designated record set by the Business Associate or, its agents or subcontractors, in order to meet the requirements of the Privacy Rule, including, but not limited to 45 CFR 164.524 and 164.504(e) (2) (ii) (E). If the Business Associate maintains an electronic health record, the Business Associate or, its agents or subcontractors shall provide such information in electronic format to enable the Covered Entity to fulfill its obligations under the HITECH Act, including, but not limited to 42 USC 17935.
2. **Access to Records.** The Business Associate shall make its internal practices, books and records relating to the use and disclosure of protected health information available to the Covered Entity and to the Secretary for purposes of determining Business Associate's compliance with the Privacy and Security Rule in accordance with 45 CFR 164.504(e)(2)(ii)(H).
3. **Accounting of Disclosures.** Promptly, upon request by the Covered Entity or individual for an accounting of disclosures, the Business Associate and its agents or subcontractors shall make available to the Covered Entity or the individual information required to provide an accounting of disclosures in accordance with 45 CFR 164.528, and the HITECH Act, including, but not limited to 42 USC 17935. The accounting of disclosures, whether electronic or other media, must include the requirements as outlined under 45 CFR 164.528(b).
4. **Agents and Subcontractors.** The Business Associate must ensure all agents and subcontractors to whom it provides protected health information agree in writing to the same restrictions and conditions that apply to the Business Associate with respect to all protected health information accessed, maintained, created, retained, modified, recorded, stored, destroyed, or otherwise held, transmitted, used or disclosed by the agent or subcontractor. The Business Associate must implement and maintain sanctions against agents and subcontractors that violate such restrictions and conditions and shall mitigate the effects of any such violation as outlined under 45 CFR 164.530(f) and 164.530(e)(1).
5. **Amendment of Protected Health Information.** The Business Associate will make available protected health information for amendment and incorporate any amendments in the designated record set maintained by the

Business Associate or, its agents or subcontractors, as directed by the Covered Entity or an individual, in order to meet the requirements of the Privacy Rule, including, but not limited to, 45 CFR 164.526.

6. **Audits, Investigations, and Enforcement.** The Business Associate must notify the Covered Entity immediately upon learning the Business Associate has become the subject of an audit, compliance review, or complaint investigation by the Office of Civil Rights or any other federal or state oversight agency. The Business Associate shall provide the Covered Entity with a copy of any protected health information that the Business Associate provides to the Secretary or other federal or state oversight agency concurrently with providing such information to the Secretary or other federal or state oversight agency. The Business Associate and individuals associated with the Business Associate are solely responsible for all civil and criminal penalties assessed as a result of an audit, breach, or violation of HIPAA or HITECH laws or regulations. Reference 42 USC 17937.
7. **Breach or Other Improper Access, Use or Disclosure Reporting.** The Business Associate must report to the Covered Entity, in writing, any access, use or disclosure of protected health information not permitted by the Contract, Addendum or the Privacy and Security Rules. The Covered Entity must be notified immediately upon discovery or the first day such breach or suspected breach is known to the Business Associate or by exercising reasonable diligence would have been known by the Business Associate in accordance with 45 CFR 164.410, 164.504(e)(2)(ii)(C) and 164.308(b) and 42 USC 17921. The Business Associate must report any improper access, use or disclosure of protected health information by: the Business Associate or its agents or subcontractors. In the event of a breach or suspected breach of protected health information, the report to the Covered Entity must be in writing and include the following: a brief description of the incident; the date of the incident; the date the incident was discovered by the Business Associate; a thorough description of the unsecured protected health information that was involved in the incident; the number of individuals whose protected health information was involved in the incident; and the steps the Business Associate is taking to investigate the incident and to protect against further incidents. The Covered Entity will determine if a breach of unsecured protected health information has occurred and will notify the Business Associate of the determination. If a breach of unsecured protected health information is determined, the Business Associate must take prompt corrective action to cure any such deficiencies and mitigate any significant harm that may have occurred to individual(s) whose information was disclosed inappropriately.
8. **Breach Notification Requirements.** If the Covered Entity determines a breach of unsecured protected health information by the Business Associate has occurred, the Business Associate will be responsible for notifying the individuals whose unsecured protected health information was breached in accordance with 42 USC 17932 and 45 CFR 164.404 through 164.406. The Business Associate must provide evidence to the Covered Entity that appropriate notifications to individuals and/or media, when necessary, as specified in 45 CFR 164.404 and 45 CFR 164.406 has occurred. The Business Associate is responsible for all costs associated with notification to individuals, the media or others as well as costs associated with mitigating future breaches. The Business Associate must notify the Secretary of all breaches in accordance with 45 CFR 164.408 and must provide the Covered Entity with a copy of all notifications made to the Secretary.
9. **Breach Pattern or Practice by Covered Entity.** Pursuant to 42 USC 17934, if the Business Associate knows of a pattern of activity or practice of the Covered Entity that constitutes a material breach or violation of the Covered Entity's obligations under the Contract or Addendum, the Business Associate must immediately report the problem to the Secretary.
10. **Data Ownership.** The Business Associate acknowledges that the Business Associate or its agents or subcontractors have no ownership rights with respect to the protected health information it accesses, maintains, creates, retains, modifies, records, stores, destroys, or otherwise holds, transmits, uses or discloses.
11. **Litigation or Administrative Proceedings.** The Business Associate shall make itself, any subcontractors, employees, or agents assisting the Business Associate in the performance of its obligations under the Contract or Addendum, available to the Covered Entity, at no cost to the Covered Entity, to testify as witnesses, or otherwise, in the event litigation or administrative proceedings are commenced against the Covered Entity, its administrators or workforce members upon a claimed violation of HIPAA, the Privacy and Security Rule, the HITECH Act, or other laws relating to security and privacy.
12. **Minimum Necessary.** The Business Associate and its agents and subcontractors shall request, use and disclose only the minimum amount of protected health information necessary to accomplish the purpose of the request, use or disclosure in accordance with 42 USC 17935 and 45 CFR 164.514(d)(3).
13. **Policies and Procedures.** The Business Associate must adopt written privacy and security policies and procedures and documentation standards to meet the requirements of HIPAA and the HITECH Act as described in 45 CFR 164.316 and 42 USC 17931.
14. **Privacy and Security Officer(s).** The Business Associate must appoint Privacy and Security Officer(s) whose responsibilities shall include: monitoring the Privacy and Security compliance of the Business Associate; development and implementation of the Business Associate's HIPAA Privacy and Security policies and procedures; establishment of Privacy and Security training programs; and development and implementation of an incident risk assessment and response plan in the event the Business Associate sustains a breach or suspected breach of protected health information.

15. **Safeguards.** The Business Associate must implement safeguards as necessary to protect the confidentiality, integrity, and availability of the protected health information the Business Associate accesses, maintains, creates, retains, modifies, records, stores, destroys, or otherwise holds, transmits, uses or discloses on behalf of the Covered Entity. Safeguards must include administrative safeguards (e.g., risk analysis and designation of security official), physical safeguards (e.g., facility access controls and workstation security), and technical safeguards (e.g., access controls and audit controls) to the confidentiality, integrity and availability of the protected health information, in accordance with 45 CFR 164.308, 164.310, 164.312, 164.316 and 164.504(e)(2)(ii)(B). Sections 164.308, 164.310 and 164.312 of the CFR apply to the Business Associate of the Covered Entity in the same manner that such sections apply to the Covered Entity. Technical safeguards must meet the standards set forth by the guidelines of the National Institute of Standards and Technology (NIST). The Business Associate agrees to only use, or disclose protected health information as provided for by the Contract and Addendum and to mitigate, to the extent practicable, any harmful effect that is known to the Business Associate, of a use or disclosure, in violation of the requirements of this Addendum as outlined under 45 CFR 164.530(e)(2)(f).
16. **Training.** The Business Associate must train all members of its workforce on the policies and procedures associated with safeguarding protected health information. This includes, at a minimum, training that covers the technical, physical and administrative safeguards needed to prevent inappropriate uses or disclosures of protected health information; training to prevent any intentional or unintentional use or disclosure that is a violation of HIPAA regulations at 45 CFR 160 and 164 and Public Law 111-5; and training that emphasizes the criminal and civil penalties related to HIPAA breaches or inappropriate uses or disclosures of protected health information. Workforce training of new employees must be completed within 30 days of the date of hire and all employees must be trained at least annually. The Business Associate must maintain written records for a period of six years. These records must document each employee that received training and the date the training was provided or received.
17. **Use and Disclosure of Protected Health Information.** The Business Associate must not use or further disclose protected health information other than as permitted or required by the Contract or as required by law. The Business Associate must not use or further disclose protected health information in a manner that would violate the requirements of the HIPAA Privacy and Security Rule and the HITECH Act.

III. **PERMITTED AND PROHIBITED USES AND DISCLOSURES BY THE BUSINESS ASSOCIATE.** The Business Associate agrees to these general use and disclosure provisions:

1. **Permitted Uses and Disclosures:**

- a. Except as otherwise limited in this Addendum, the Business Associate may use or disclose protected health information to perform functions, activities, or services for, or on behalf of, the Covered Entity as specified in the Contract, provided that such use or disclosure would not violate the HIPAA Privacy and Security Rule or the HITECH Act, if done by the Covered Entity in accordance with 45 CFR 164.504(e) (2) (i) and 42 USC 17935 and 17936.
- b. Except as otherwise limited by this Addendum, the Business Associate may use or disclose protected health information received by the Business Associate in its capacity as a Business Associate of the Covered Entity, as necessary, for the proper management and administration of the Business Associate, to carry out the legal responsibilities of the Business Associate, as required by law or for data aggregation purposes in accordance with 45 CFR 164.504(e)(2)(A), 164.504(e)(4)(i)(A), and 164.504(e)(2)(i)(B).
- c. Except as otherwise limited in this Addendum, if the Business Associate discloses protected health information to a third party, the Business Associate must obtain, prior to making any such disclosure, reasonable written assurances from the third party that such protected health information will be held confidential pursuant to this Addendum and only disclosed as required by law or for the purposes for which it was disclosed to the third party. The written agreement from the third party must include requirements to immediately notify the Business Associate of any breaches of confidentiality of protected health information to the extent it has obtained knowledge of such breach. Refer to 45 CFR 164.502 and 164.504 and 42 USC 17934.
- d. The Business Associate may use or disclose protected health information to report violations of law to appropriate federal and state authorities, consistent with 45 CFR 164.502(j)(1).

2. **Prohibited Uses and Disclosures:**

- a. Except as otherwise limited in this Addendum, the Business Associate shall not disclose protected health information to a health plan for payment or health care operations purposes if the patient has required this special restriction, and has paid out of pocket in full for the health care item or service to which the protected health information relates in accordance with 42 USC 17935.
- b. The Business Associate shall not directly or indirectly receive remuneration in exchange for any protected health information, as specified by 42 USC 17935, unless the Covered Entity obtained a valid authorization, in accordance with 45 CFR 164.508 that includes a specification that protected health information can be exchanged for remuneration.

#### IV. OBLIGATIONS OF COVERED ENTITY

1. The Covered Entity will inform the Business Associate of any limitations in the Covered Entity's Notice of Privacy Practices in accordance with 45 CFR 164.520, to the extent that such limitation may affect the Business Associate's use or disclosure of protected health information.
2. The Covered Entity will inform the Business Associate of any changes in, or revocation of, permission by an individual to use or disclose protected health information, to the extent that such changes may affect the Business Associate's use or disclosure of protected health information.
3. The Covered Entity will inform the Business Associate of any restriction to the use or disclosure of protected health information that the Covered Entity has agreed to in accordance with 45 CFR 164.522 and 42 USC 17935, to the extent that such restriction may affect the Business Associate's use or disclosure of protected health information.
4. Except in the event of lawful data aggregation or management and administrative activities, the Covered Entity shall not request the Business Associate to use or disclose protected health information in any manner that would not be permissible under the HIPAA Privacy and Security Rule and the HITECH Act, if done by the Covered Entity.

#### V. TERM AND TERMINATION

1. **Effect of Termination:**
  - a. Except as provided in paragraph (b) of this section, upon termination of this Addendum, for any reason, the Business Associate will return or destroy all protected health information received from the Covered Entity or created, maintained, or received by the Business Associate on behalf of the Covered Entity that the Business Associate still maintains in any form and the Business Associate will retain no copies of such information.
  - b. If the Business Associate determines that returning or destroying the protected health information is not feasible, the Business Associate will provide to the Covered Entity notification of the conditions that make return or destruction infeasible. Upon a mutual determination that return or destruction of protected health information is infeasible, the Business Associate shall extend the protections of this Addendum to such protected health information and limit further uses and disclosures of such protected health information to those purposes that make return or destruction infeasible, for so long as the Business Associate maintains such protected health information.
  - c. These termination provisions will apply to protected health information that is in the possession of subcontractors, agents, or employees of the Business Associate.
2. **Term.** The Term of this Addendum shall commence as of the effective date of this Addendum herein and shall extend beyond the termination of the contract and shall terminate when all the protected health information provided by the Covered Entity to the Business Associate, or accessed, maintained, created, retained, modified, recorded, stored, or otherwise held, transmitted, used or disclosed by the Business Associate on behalf of the Covered Entity, is destroyed or returned to the Covered Entity, or, if it not feasible to return or destroy the protected health information, protections are extended to such information, in accordance with the termination.
3. **Termination for Breach of Contract.** The Business Associate agrees that the Covered Entity may immediately terminate the Contract if the Covered Entity determines that the Business Associate has violated a material part of this Addendum.

#### VI. MISCELLANEOUS

1. **Amendment.** The parties agree to take such action as is necessary to amend this Addendum from time to time for the Covered Entity to comply with all the requirements of the Health Insurance Portability and Accountability Act (HIPAA) of 1996, Public Law No. 104-191 and the Health Information Technology for Economic and Clinical Health Act (HITECH) of 2009, Public Law No. 111-5.
2. **Clarification.** This Addendum references the requirements of HIPAA, the HITECH Act, the Privacy Rule and the Security Rule, as well as amendments and/or provisions that are currently in place and any that may be forthcoming.
3. **Indemnification.** Each party will indemnify and hold harmless the other party to this Addendum from and against all claims, losses, liabilities, costs and other expenses incurred as a result of, or arising directly or indirectly out of or in conjunction with:
  - a. Any misrepresentation, breach of warranty or non-fulfillment of any undertaking on the part of the party under this Addendum; and
  - b. Any claims, demands, awards, judgments, actions, and proceedings made by any person or organization arising out of or in any way connected with the party's performance under this Addendum.
4. **Interpretation.** The provisions of the Addendum shall prevail over any provisions in the Contract that may conflict or appear inconsistent with any provision in this Addendum. This Addendum and the Contract shall be

interpreted as broadly as necessary to implement and comply with HIPAA, the HITECH Act, the Privacy Rule and the Security Rule. The parties agree that any ambiguity in this Addendum shall be resolved to permit the Covered Entity and the Business Associate to comply with HIPAA, the HITECH Act, the Privacy Rule and the Security Rule.

5. **Regulatory Reference.** A reference in this Addendum to a section of the HITECH Act, HIPAA, the Privacy Rule and Security Rule means the sections as in effect or as amended.
6. **Survival.** The respective rights and obligations of Business Associate under Effect of Termination of this Addendum shall survive the termination of this Addendum.

**IN WITNESS WHEREOF**, the Business Associate and the Covered Entity have agreed to the terms of the above written agreement as of the effective date set forth below.

COVERED ENTITY

BUSINESS ASSOCIATE

Health Division

(Enter Division Name)

Washoe County Health District (WCHD)

(Enter Business Name)

4150 Technology Way

(Enter Division Address)

10 Kirman Ave

(Enter Business Address)

Carson City, NV 89706

(Enter Division City, State and Zip Code)

Reno, NV. 89502

(Enter Business City, State and Zip Code)

775-684-4200

(Enter Division Phone Number)

775-785-4785

(Enter Business Phone Number)

775-684-4211

(Enter Division Fax Number)

775-785-4790

(Enter Business Fax Number)

\_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
(Authorized Signature)

Richard Whitley

(Print Name)

\_\_\_\_\_  
(Print Name)

Administrator

(Title)

\_\_\_\_\_  
(Title)





# Washoe County Health District



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

**STAFF REPORT**  
**BOARD MEETING DATE: March 28, 2013**

**DATE:** March 12, 2013

**TO:** District Board of Health

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

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

**SUBJECT:** Ratification of Interlocal Contract (continuation award) between the State of Nevada, Department of Conservation and Natural Resources, Division of Environmental Protection and the Washoe County Health District for the period July 1, 2013 through June 30, 2015 in the total amount of \$100,000 (not exceeding \$50,000 the first year) in support of the Hazardous Materials Grant Program, IO 10022; and if approved, authorize the Chairman of the Board 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 (District) received an Interlocal Agreement from the State of Nevada Division of Environmental Protection in the amount of \$100,000 for the period July 1, 2013 through June 30, 2015 in support of the on-going Hazardous Material Grant Program, IO 10022. A copy of the Interlocal Contract is attached.

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

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

Approval of Interlocal Contract also supports the Health District Hazardous Material/Waste Management Program mission to protect public health and safety and the environment by

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

ensuring that regulated or hazardous substances are properly processed, stored, handled, transported and disposed of in Washoe County.

### **BACKGROUND**

This Interlocal Contract supports the on-going grant program's participation in the Targeted Sector Inspection Project. Participation includes site visits, and the conducting of inspections of business entities that utilize, store, or manufacture hazardous materials.

Reduced funding is reflected in the deletion of participation in the Biennial Report System Project as well as certain enforcement actions.

### **PREVIOUS ACTION**

The Washoe County District Board of Health approved the Interlocal Contract for the period July 1, 2011 through June 30, 2013 in the total amount of \$150,000 on February 24, 2011.

### **FISCAL IMPACT**

Should the Board approve this Interlocal Contract, there is a fiscal impact to the program of a reduction of \$25,000 per year, \$50,000 total, over previous years' funding, however, this impact is planned for and will be included in the FY14 budget.

### **RECOMMENDATION**

Staff recommends that the District Board of Health ratify the Interlocal Contract (continuation award) between the State of Nevada, Department of Conservation and Natural Resources, Division of Environmental Protection and the Washoe County Health District for the period July 1, 2013 through June 30, 2015 in the total amount of \$100,000 (not exceeding \$50,000 the first year) in support of the Hazardous Materials Grant Program, IO 10022; and if approved, authorize the Chairman of the Board to execute.

### **POSSIBLE MOTION**

Move to ratify the Interlocal Contract (continuation award) between the State of Nevada, Department of Conservation and Natural Resources, Division of Environmental Protection and the Washoe County Health District for the period July 1, 2013 through June 30, 2015 in the total amount of \$100,000 (not exceeding \$50,000 the first year) in support of the Hazardous Materials Grant Program, IO 10022; and if approved, authorize the Chairman of the Board to execute.

# INTRASTATE INTERLOCAL CONTRACT BETWEEN PUBLIC AGENCIES

A Contract between the State of Nevada  
Acting By and Through Its

**Department of Conservation and Natural Resources**  
**Division of Environmental Protection**  
**901 S. Stewart Street, Suite 4001, Carson City, NV 89701-5249**  
**Phone: (775) 687-4670 Fax (775) 687-5856**

and

**Washoe County Health District**  
Hereinafter the "Public Agency"  
**1001 E. Ninth Street, Reno, NV 89520**

WHEREAS, NRS 277.180 authorizes any one or more public agencies to contract with any one or more other public agencies to perform any governmental service, activity or undertaking which any of the public agencies entering into the contract is authorized by law to perform; and

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

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

1. **REQUIRED APPROVAL.** This Contract shall not become effective until and unless approved by appropriate official action of the governing body of each party.
2. **DEFINITIONS.** "State" means the State of Nevada and any state agency identified herein, its officers, employees and immune contractors as defined in NRS 41.0307.
3. **CONTRACT TERM.** This Contract shall be effective from **July 1, 2013** to **June 30, 2015**, unless sooner terminated by either party as set forth in this Contract.
4. **TERMINATION.** This Contract may be terminated by either party prior to the date set forth in paragraph (3), provided that a termination shall not be effective until 30 days after a party has served written notice upon the other party. This Contract may be terminated by mutual consent of both parties or unilaterally by either party without cause. The parties expressly agree that this Contract shall be terminated immediately if for any reason State and/or federal funding ability to satisfy this Contract is withdrawn, limited, or impaired.
5. **NOTICE.** All notices or other communications required or permitted to be given under this Contract shall be in writing and shall be deemed to have been duly given if delivered personally in hand, by telephonic facsimile with simultaneous regular mail, or mailed certified mail, return receipt requested, postage prepaid on the date posted, and addressed to the other party at the address set forth above.
6. **INCORPORATED DOCUMENTS.** The parties agree that the services to be performed shall be specifically described; this Contract incorporates the following attachments in descending order of constructive precedence:

ATTACHMENT A: SCOPE OF WORK (consisting of 5 pages)

ATTACHMENT B: ADDITIONAL TERMS & CONDITIONS (consisting of 3 pages)

CETS#: 14097

Contract Control #: DEP 14-002

7. CONSIDERATION. Washoe County Health District agrees to provide the services set forth in paragraph (6) at a cost of **\$250.00** per **completed inspection** with the total Contract or installments payable: **quarterly**, not exceeding **\$50,000.00** the first year for a contract total of **\$100,000.00**. Any intervening end to an annual or biennial appropriation period shall be deemed an automatic renewal (not changing the overall Contract term) or a termination as the results of legislative appropriation may require.

8. ASSENT. The parties agree that the terms and conditions listed on incorporated attachments of this Contract are also specifically a part of this Contract and are limited only by their respective order of precedence and any limitations expressly provided.

9. INSPECTION & AUDIT.

a. Books and Records. Each party agrees to keep and maintain under general accepted accounting principles full, true and complete records, agreements, books, and documents as are necessary to fully disclose to the other party, the State or United States Government, or their authorized representatives, upon audits or reviews, sufficient information to determine compliance with any applicable regulations and statutes.

b. Inspection & Audit. Each party agrees that the relevant books, records (written, electronic, computer related or otherwise), including but not limited to relevant accounting procedures and practices of the party, financial statements and supporting documentation, and documentation related to the work product shall be subject, at any reasonable time, to inspection, examination, review, audit, and copying at any office or location where such records may be found, with or without notice by the other party, the State Auditor, Employment Security, the Department of Administration, Budget Division, the Nevada State Attorney General's Office or its Fraud Control Units, the State Legislative Auditor, and with regard to any federal funding, the relevant federal agency, the Comptroller General, the General Accounting Office, the Office of the Inspector General, or any of their authorized representatives.

c. Period of Retention. All books, records, reports, and statements relevant to this Contract must be retained by each party for a minimum of three years and for five years if any federal funds are used in this Contract. The retention period runs from the date of termination of this Contract. Retention time shall be extended when an audit is scheduled or in progress for a period reasonably necessary to complete an audit and/or to complete any administrative and judicial litigation which may ensue.

10. BREACH; REMEDIES. Failure of either party to perform any obligation of this Contract shall be deemed a breach. Except as otherwise provided for by law or this Contract, the rights and remedies of the parties shall not be exclusive and are in addition to any other rights and remedies provided by law or equity, including but not limited to actual damages, and to a prevailing party reasonable attorneys' fees and costs.

11. LIMITED LIABILITY. The parties will not waive and intend to assert available NRS chapter 41 liability limitations in all cases. Contract liability of both parties shall not be subject to punitive damages. To the extent applicable, actual contract damages for any breach shall be limited by NRS 353.260 and NRS 354.626.

12. FORCE MAJEURE. Neither party shall be deemed to be in violation of this Contract if it is prevented from performing any of its obligations hereunder due to strikes, failure of public transportation, civil or military authority, act of public enemy, accidents, fires, explosions, or acts of God, including, without limitation, earthquakes, floods, winds, or storms. In such an event the intervening cause must not be through the fault of the party asserting such an excuse, and the excused party is obligated to promptly perform in accordance with the terms of the Contract after the intervening cause ceases.

13. INDEMNIFICATION. Neither party waives any right or defense to indemnification that may exist in law or equity.

14. INDEPENDENT PUBLIC AGENCIES. The parties are associated with each other only for the purposes and to the extent set forth in this Contract, and in respect to performance of services pursuant to this Contract, each party is and shall be a public agency separate and distinct from the other party and, subject only to the terms of this Contract, shall have the sole right to supervise, manage, operate, control, and direct performance of the details incident to its duties under this Contract. Nothing contained in this Contract shall be deemed or construed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create any liability for one agency whatsoever with respect to the indebtedness, liabilities, and obligations of the other agency or any other party.

15. WAIVER OF BREACH. Failure to declare a breach or the actual waiver of any particular breach of the Contract or its material or nonmaterial terms by either party shall not operate as a waiver by such party of any of its rights or remedies as to any other breach.

16. SEVERABILITY. If any provision contained in this Contract is held to be unenforceable by a court of law or equity, this Contract shall be construed as if such provision did not exist and the nonenforceability of such provision shall not be held to render any other provision or provisions of this Contract unenforceable.

17. ASSIGNMENT. Neither party shall assign, transfer or delegate any rights, obligations or duties under this Contract without the prior written consent of the other party.

18. OWNERSHIP OF PROPRIETARY INFORMATION. Unless otherwise provided by law or this Contract, any reports, histories, studies, tests, manuals, instructions, photographs, negatives, blue prints, plans, maps, data, system designs, computer code (which is intended to be consideration under this Contract), or any other documents or drawings, prepared or in the course of preparation by either party in performance of its obligations under this Contract shall be the joint property of both parties.

19. PUBLIC RECORDS. Pursuant to NRS 239.010, information or documents may be open to public inspection and copying. The parties will have the duty to disclose unless a particular record is made confidential by law or a common law balancing of interests.

20. CONFIDENTIALITY. Each party shall keep confidential all information, in whatever form, produced, prepared, observed or received by that party to the extent that such information is confidential by law or otherwise required by this Contract.

21. PROPER AUTHORITY. The parties hereto represent and warrant that the person executing this Contract on behalf of each party has full power and authority to enter into this Contract and that the parties are authorized by law to perform the services set forth in paragraph (6).

22. GOVERNING LAW; JURISDICTION. This Contract and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada. The parties consent to the jurisdiction of the Nevada district courts for enforcement of this Contract.

23. ENTIRE AGREEMENT AND MODIFICATION. This Contract and its integrated attachment(s) constitute the entire agreement of the parties and such are intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless an integrated attachment to this Contract specifically displays a mutual intent to amend a particular part of this Contract, general conflicts in language between any such attachment and this Contract shall be construed consistent with the terms of this Contract. Unless otherwise expressly authorized by the terms of this Contract, no modification or amendment to this Contract shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto, approved by the State of Nevada Office of the Attorney General.

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

DIVISION

PUBLIC AGENCY

By: \_\_\_\_\_  
Signature

By: \_\_\_\_\_  
Signature

Name: Colleen Cripps, Ph. D.

Name: A. M. Smith III

District Board of Health

Title: Administrator Date: \_\_\_\_\_

Title: Chairman Date: \_\_\_\_\_

DIVISION FISCAL APPROVAL

By: *Lisa Fleming* *pending approval of 14/15 Leg. Budget*  
Signature

Name: Lisa Fleming

Title: Budget Analyst 2 Date: 3/5/13

APPROVED AS TO FORM ONLY:

APPROVED BY BOARD OF EXAMINERS

\_\_\_\_\_  
Deputy Attorney General for Attorney General

\_\_\_\_\_  
Signature - Board of Examiners

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**ATTACHMENT A:** To the Contract (Control No. DEP14-002) between the Nevada Department of Conservation and Natural Resources, Division of Environmental Protection (**Division**) and the Washoe County Health District (**District**).

The **Division** agrees to pay for the services set forth in the following **Scope of Work**, subject to all other terms of the contract agreement, as follows:

- \$250 for each contract inspection (to include all required enforcement, case file documentation and RCRAInfo data entry); and
- Total amount expended in SFY14 may not exceed \$50,000.00. All unexpended SFY14 funds will carry over to SFY15.

The **District's** hazardous waste authority remains limited to the contract inspections described below in Section 1 of the **Scope of Work**. No other hazardous waste authority is authorized or implied by this contract.

### **SFY 14-15 Scope of Work**

The **District** agrees to perform the following tasks, listed below, in accordance with the policies and procedures provided by the **Division**.

The **District** agrees to appoint a **contract coordinator** who will assure that all **District** staff which perform work on this contract are familiar with the contract **Scope of Work** and will assure that all the requirements of the contract are completed in the time frames specified in the contract.

#### **1. Target Sector Business Inspections:**

- a. Based on generators selected by the **Division**, the **District** shall conduct a full Compliance Evaluation Inspection (CEI) at each business designated by the **Division** to determine compliance with the applicable hazardous waste regulations. If a CEI report checklist is utilized, the checklist must be reviewed and approved by the **Division**.
- b. If no businesses have been designated by the **Division**, the **District** shall identify (by NAICS number, SIC number or by other means) the target sector businesses within Washoe County. The **District** will submit a list of potential target sector businesses to the **Division** for review ten (10) working days prior to initiating the inspections.
- c. The **District** shall refer all alleged violations to the **Division** by phone and/or email within five (5) working days of the inspection.
- d. Unless directed otherwise by the **Division**, the **District** shall complete the following documentation for each inspection and maintain the documents in a site case file:
  1. The CEI report or site inspection checklist;
  2. Photographs and/or detailed description of all alleged violations;
  3. Copies of all correspondence relating to the inspection;
  4. Copies of each case referral letter to the **Division**;
  5. Enter Warning Letter documentation into RCRAInfo for all violations;
  6. Copies of the Return to Compliance (RTC) documentation;

7. A case Closure Letter (when RTC has been determined by the **District**);
  8. Enter RTC documentation into RCRAInfo; and
  9. Any other relevant information or documentation.
- e. The **District** shall notify the **Division** after the list of generators has been inspected. The **Division** will prepare and provide the next inspection list based on current EPA/DEP grant commitments within ten (10) working days after notification by the **District** that the previous inspection list has been completed.

## 2. **RCRAInfo Data Entry:**

- a. Unless directed otherwise by the **Division**, the **District** shall assign one primary and one alternate person to enter all inspection, violation, and enforcement action information into the RCRAInfo database according to the procedures provided by the **Division**;
- b. The primary or the alternate person will verify that all required compliance and enforcement information is completely and accurately entered by the **District** into the RCRAInfo database within three (3) working days after the end of each quarter;
- c. The **District** and the **Division** will work together to resolve any data quality questions in the RCRAInfo database.

## 3. **Health, Safety and Personal Protective Equipment Training:**

- a. The **District** shall assure that each contract inspector has received OSHA approved 40-hour Health, Safety and Personal Protective Equipment (HAZWOPER) Training prior to performing field inspections for this contract and that each contract inspector receives subsequent annual OSHA approved 8-hour refresher training.
- b. The **District** shall provide each contract inspector with all OSHA required personal protective equipment.

## 4. **Coordination and Point of Contact with Division Staff:**

- a. Upon request, the **District** shall participate in meetings to coordinate inspections with the **Division**.
- b. The **District** shall contact the Supervisor of the Program Development Branch of the Bureau of Waste Management in the **Division's** Carson City office for all issues involving:
  1. Quarterly reporting;
  2. Number of activities to be conducted; and
  3. Submitting invoices.
- c. The **District** shall contact the Supervisor of the Waste Management Compliance and Enforcement Branch in the **Division's** Carson City office for all compliance and enforcement issues involving:
  1. Inspections;
  2. RCRAInfo Data Entry;
  3. Health, Safety and Personal Protective Equipment (HAZWOPER) Training; and
  4. All CEI inspections and/or CEI enforcement issues.



- d. Upon request, the **District** shall participate in contract review meetings and oversight inspections with the **Division** staff. Program review by the **Division** may include a meeting with **District** representatives to discuss any issues, problems or cases, a case file review, and/or an oversight inspection.

**5. Quarterly Reporting:**

- a. The **District** shall submit a Quarterly Report to the **Division's** Carson City office. The report must:
  1. **Consist of one original and two copies;**
  2. Be submitted within ten (10) calendar days after the end of each quarterly period; and
  3. Include a transmittal letter and information on the activities conducted under this contract in tabular form, as specified on Page 4 of this attachment.

**6. Number of Activities to Be Conducted:**

- a. The **District** shall conduct at least forty (40) inspections each quarter;
- b. The total in Section 6.a. shall not exceed fifty-five (55) events per quarter, without prior approval of the **Division** contract coordinator; and
- c. Total billable events shall not exceed two-hundred (200) in SFY 14.

**7. Billing Invoices:**

The **Division** may withhold payment of a quarterly invoice until all required RCRAInfo data entry for the previous quarter(s) is completed. Final contract payment will not be approved until all required RCRAInfo data entry is completed for work conducted under the terms of this contract. The **District** shall:

- a. Submit an original billing invoice to the **Division's** Carson City office for each contract quarter. Each billing invoice will consist of a cover letter on the **District's** letterhead and will follow the format described on Page 5 of this attachment;
- b. Submit a written explanation for any invoice that is not submitted by the deadline date. The information must include a reasonable expected submittal date.
- c. Work directly with the **District's** accounting office staff to resolve any problems or discrepancies with the quarterly billing documents. The **Division** will return problem invoices directly to the **District's** contract coordinator.

# QUARTERLY REPORT FORMAT

## Compliance Monitoring List

Site Name (list all)		
	EPA ID NUMBER	Date Inspected
1.		

## Compliance Monitoring Activities

# Sites Contacted	
# In Compliance	

NARRATIVE:

{EXAMPLE INVOICE}

Washoe County Health District  
P.O. Box 11130  
Reno, NV 89520

Hazardous Waste Contract  
Contract Control #: DEP14-002.

Time Period of Expenditures: Oct – Dec 2013

	Approved Budget	Quarterly Expenditures	Year to Date Expenditures	Balance Remaining
Year 1, QTR 1	\$ 50,000	\$ 11,250	\$ 11,250	\$ 38,750
Year 1, QTR 2		\$ 13,500	\$ 24,750	\$ 25,250
Year 1, QTR 3				
Year 1, QTR 4				

Total Number of Inspections Conducted this Quarter: 54 x \$250 = \$13,500

AMOUNT REQUESTED: \$13,500.00

AGENCY SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

\*Year 2 invoices must include cumulative totals (Year 1-2)\*

**ATTACHMENT B:  
ADDITIONAL AGENCY TERMS & CONDITIONS  
TO CONTRACT FOR SERVICES OF PUBLIC AGENCY  
CONTRACT CONTROL # DEP 14-002**

1. For contracts utilizing federal funds, the Nevada Division of Environmental Protection shall pay no more compensation than the federal Executive Service Level 4 (U.S. Code) daily rate (exclusive of fringe benefits) for individual consultants retained by the Public Agency or by the Public Agency's contractors or subcontractors. This limitation applies to consultation services of designated individuals with specialized skills who are paid at a daily or hourly rate. The current Level 4 rate is \$74.50 per hour.
2. **NDEP shall only reimburse the Public Agency for actual cash disbursed.** Original invoices (facsimiles are not acceptable) must be received by NDEP no later than forty (40) calendar days after the end of a month or quarter except at the end of the fiscal year of the State of Nevada (June 30th), at the expiration date of the grant, or the effective date of the revocation of the contract, at which times original invoices must be received by NDEP no later than thirty-five (35) calendar days after this date. Failure of the Public Agency to submit billings according to the prescribed timeframes authorizes NDEP, in its sole discretion, to collect or withhold a penalty of ten percent (10%) of the amount being requested for each week or portion of a week that the billing is late. The Public Agency shall provide with each invoice a detailed fiscal summary that includes the approved contract budget, expenditures for the current period, cumulative expenditures to date, and balance remaining for each budget category. If match is required pursuant to paragraph 3 below, a similar fiscal summary of match expenditures must accompany each invoice. The Public Agency shall obtain prior approval to transfer funds between budget categories if the funds to be transferred are greater than ten percent (10%) cumulative of the total Contract amount.
3. The Public Agency shall, as part of its approved scope of work and budget under this Contract, provide third party match funds of not less than: \$ n/a . If match funds are required, the Public Agency shall comply with additional record-keeping requirements as specified in 40 CFR 31.24 and Attachment n/a (Third Party Match Record-Keeping Requirements) which is attached hereto and by this reference is incorporated herein and made part of this Contract.
4. Unless otherwise provided in Attachment A (Scope of Work), the Public Agency shall submit quarterly reports or other deliverables within ten (10) calendar days after the end of each quarter.
5. All payments under this Contract are contingent upon the receipt by NDEP of sufficient funds, necessary to carry out the purposes of this Contract, from either the Nevada Legislature or an agency of the United States. NDEP shall determine if it has received the specific funding necessary for this Contract. If funds are not received from either source for the specific purposes of this Contract, NDEP is under no obligation to supply funding for this Contract. The receipt of sufficient funds as determined by NDEP is a condition precedent to NDEP's obligation to make payments under this Contract. Nothing in this Contract shall be construed to provide the Public Agency with a right of payment over any other entity. If any payments that are otherwise due to the Public Agency under this Contract are deferred because of the unavailability of sufficient funds, such payments will promptly be made to the Public Agency if sufficient funds later become available.
6. Notwithstanding the terms of paragraph 5, at the sole discretion of NDEP, payments will not be made by NDEP unless all required reports or deliverables have been submitted to and approved by NDEP within the schedule stated in Attachment A.
7. Any funds obligated by NDEP under this Contract that are not expended by the Public Agency shall automatically revert back to NDEP upon the completion, termination or cancellation of this Contract. NDEP shall not have any obligation to re-award or to provide, in any manner, such unexpended funds to the Public Agency. The Public Agency shall have no claim of any sort to such unexpended funds.
8. For contracts utilizing federal funds, the Public Agency shall ensure, to the fullest extent possible, that at least the "fair share" percentages as stated below for prime contracts for construction, services, supplies or equipment are made available to organizations owned or controlled by socially and economically disadvantaged individuals

(Minority Business Enterprise (MBE) or Small Business Enterprise (SBE)), women (Women Business Enterprise (WBE)) and historically black colleges and universities.

	<u>MBE/SBE</u>	<u>WBE</u>
Construction	12%	10%
Services	07%	25%
Supplies	13%	28%
Equipment	11%	23%

The Public Agency agrees and is required to utilize the following seven affirmative steps:

- a. Include in its bid documents applicable "fair share" percentages as stated above and require all of its prime contractors to include in their bid documents for subcontracts the "fair share" percentages;
- b. Include qualified Small Business Enterprises (SBEs) Minority Business Enterprises (MBEs), and Women Business Enterprises (WBEs) on solicitation lists;
- c. Assure that SBEs, MBEs, and WBEs are solicited whenever they are potential sources;
- d. Divide total requirements, when economically feasible, into small tasks or quantities to e. permit maximum participation of SBEs, MBEs, and WBEs;
- e. Establish delivery schedules, where the requirements of the work permit, which will encourage participation by SBEs, MBEs, and WBEs;
- f. Use the services and assistance of the Small Business Administration and the Minority Business Development Agency, U.S. Department of commerce as appropriate; and
- g. If a subcontractor awards contracts/procurements, require the subcontractor to take the affirmative steps in subparagraphs a. through e. of this condition.

9. The Public Agency shall complete and submit to NDEP a Minority Business Enterprise/Woman Business Enterprise (MBE/WBE) Utilization Report (Standard Form 334) within fifteen (15) calendar days after the end of each federal fiscal year (September 30th) for each year this Contract is in effect and within fifteen (15) calendar days after the termination date of this Contract.

10. The books, records, documents and accounting procedures and practices of the Public Agency or any subcontractor relevant to this Contract shall be subject to inspection, examination and audit by the State of Nevada, the Division of Environmental Protection, the Attorney General of Nevada, the Nevada State Legislative Auditor, the federal or other funding agency, the Comptroller General of the United States or any authorized representative of those entities.

11. All books, reports, studies, photographs, negatives, annual reports or other documents, data, materials or drawings prepared by or supplied to the Public Agency in the performance of its obligations under this Contract shall be the joint property of both parties. Such items must be retained by the Public Agency for a minimum of three years from the date of final payment by NDEP to the Public Agency, and all other pending matters are closed. If requested by NDEP at any time within the retention period, any such materials shall be remitted and delivered by the Public Agency, at the Public Agency's expense, to NDEP. NDEP does not warrant or assume any legal liability or responsibility for the accuracy, completeness, or usefulness of any information, report or product of any kind that the Public Agency may disclose or use for purposes other than the performance of the Public Agency's obligations under this Contract. For any work outside the obligations of this Contract, the Public Agency must include a disclaimer that the information, report or products are the views and opinions of the Public Agency and do not necessarily state or reflect those of NDEP nor bind NDEP.

12. Unless otherwise provided in Attachment A, when issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with funds provided under this Contract, the Public Agency shall clearly state that funding for the project or program was provided by the Nevada Division of Environmental Protection and, if applicable, the U.S. Environmental Protection Agency. The Public Agency

will insure that NDEP is given credit in all official publications relative to this specific project and that the content of such publications will be coordinated with NDEP prior to being published.

13. Unless otherwise provided in Attachment A, all property purchased with funds provided pursuant to this Contract is the property of NDEP and shall, if NDEP elects within four (4) years after the completion, termination or cancellation of this Contract or after the conclusion of the use of the property for the purposes of this Contract during its term, be returned to NDEP at the Public Agency's expense.

Such property includes but is not limited to vehicles, computers, software, modems, calculators, radios, and analytical and safety equipment. The Public Agency shall use all purchased property in accordance with local, state and federal law, and shall use the property only for Contract purposes unless otherwise agreed to in writing by NDEP.

For any unauthorized use of such property by the Public Agency, NDEP may elect to terminate the Contract and to have the property immediately returned to NDEP by the Public Agency at the Public Agency's expense. To the extent authorized by law, the Public Agency shall indemnify and save and hold the State of Nevada and NDEP harmless from any and all claims, causes of action or liability arising from any use or custody of the property by the Public Agency or the Public Agency's agents or employees or any subcontractor or their agents or employees.

14. The Public Agency shall use recycled paper for all reports that are prepared as part of this Contract and delivered to NDEP. This requirement does not apply to standard forms.

15. The Public Agency, to the extent provided by Nevada law, shall indemnify and save and hold the State of Nevada, its agents and employees harmless from any and all claims, causes of action or liability arising from the performance of this Contract by the Public Agency or the Public Agency's agents or employees or any subcontractor or their agents or employees. NDEP, to the extent provided by Nevada law, shall indemnify and save and hold the Public Agency, its agents and employees harmless from any and all claims, causes of action or liability arising from the performance of this Contract by NDEP or NDEP's agents or employees.

16. The Public Agency and its subcontractors shall obtain any necessary permission needed, before entering private or public property, to conduct activities related to the work plan (Attachment A). The property owner will be informed of the program, the type of data to be gathered, and the reason for the requested access to the property.

17. This Contract shall be construed and interpreted according to the laws of the State of Nevada and conditions established in OMB Circular A-102. Nothing in this Contract shall be construed as a waiver of sovereign immunity by the State of Nevada. Any action brought to enforce this contract shall be brought in the First Judicial District Court of the State of Nevada. The Public Agency and any of its subcontractors shall comply with all applicable local, state and federal laws in carrying out the obligations of this Contract, including all federal and state accounting procedures and requirements established in OMB Circular A-87 and A-133. The Public Agency and any of its subcontractors shall also comply with the following:

- a. 40 CFR Part 7 - Nondiscrimination In Programs Receiving Federal Assistance From EPA
- b. 40 CFR Part 29 - Intergovernmental Review of EPA Programs and Activities.
- c. 40 CFR Part 31 - Uniform Administrative Requirements For Grants And Cooperative Agreements To State and Local Governments;
- d. 40 CFR Part 32 - Governmentwide Debarment And Suspension (Nonprocurement) And Governmentwide Requirements For Drug-Free Workplace (Grants);
- e. 40 CFR Part 34 - Lobbying Activities;
- f. 40 CFR Part 35, Subpart O - Cooperative Agreements And Superfund State Contracts For Superfund Response Actions (Superfund Only); and
- g. The Hotel And Motel Fire Safety Act of 1990.

18. The Public Agency shall neither assign, transfer nor delegate any rights, obligations or duties under this Contract without the prior written consent of NDEP.



# Washoe County Health District



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

## STAFF REPORT BOARD MEETING DATE: 3/28/12

**DATE:** March 18, 2013

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

**SUBJECT:** Ratification of Intrastate Interlocal Contract Between State of Nevada, Department of Conservation and Natural Resources, Division of Environmental Protection and the Washoe County Health District in the total amount of \$902,000 (\$218,000 per year and a one-time additional payment of \$30,000 payable in fiscal year 2014) for the period July 1, 2013 to June 30, 2017 in support of the Underground Storage Tank (UST) and Leaking Underground Storage Tank (LUST) Program; and if approved authorize the Chairman to execute.

### SUMMARY

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

The Washoe County Health District received an Intrastate Interlocal Contract from the State of Nevada for the period July 1, 2013 through June 30, 2017 in the total amount of \$902,000 in support of the UST/LUST Program. A copy of the Intrastate Interlocal is attached.

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

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

This item supports the supports both the UST and LUST program missions:

- To prevent the accidental or incidental release of petroleum products stored in underground storage tanks into the environment via active inspection and monitoring of registered tanks.
- To mitigate and remediate the environmental impact of petroleum products, released from failed UST systems, that have contaminated the environment, particularly groundwater.

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

**PREVIOUS ACTION**

The District Board of Health approved the previous Interlocal Contract #10-001 for the period July 1, 2009 through June 30, 2013 in the total amount of \$748,000 on November 20, 2008.

**BACKGROUND**

The State of Nevada, Department of Conservation and Natural Resources, Division of Environmental Protection has awarded the UST/LUST Program \$902,000 for the period July 1, 2013 through June 30, 2017. Funds will be used to support personnel, training and travel, and operating expenditures. This Interlocal Contract was received on March 15, 2013. The granting agency is requesting the Interlocal Contract be returned as quickly as possible in order to be placed on the Board of Examiners agenda.

**FISCAL IMPACT**

There will be no additional fiscal impact to the FY14 budget as the budget will be adjusted to reflect the award amount prior to final adoption. It is projected that there will be \$18,700 collected in indirect revenue.

**RECOMMENDATION**

Staff recommends that the Washoe County District Board of Health ratify the Intrastate Interlocal Contract Between State of Nevada, Department of Conservation and Natural Resources, Division of Environmental Protection and the Washoe County Health District in the total amount of \$902,000 (\$218,000 per year and a one-time additional payment of \$30,000 payable in fiscal year 2014) for the period July 1, 2013 to June 30, 2017 in support of the Underground Storage Tank (UST) and Leaking Underground Storage Tank (LUST) Program; and if approved authorize the Chairman to execute.

**POSSIBLE MOTION**

Move to ratify the Intrastate Interlocal Contract Between State of Nevada, Department of Conservation and Natural Resources, Division of Environmental Protection and the Washoe County Health District in the total amount of \$902,000 (\$218,000 per year and a one-time additional payment of \$30,000 payable in fiscal year 2014) for the period July 1, 2013 to June 30, 2017 in support of the Underground Storage Tank (UST) and Leaking Underground Storage Tank (LUST) Program; and if approved authorize the Chairman to execute.



# INTRASTATE INTERLOCAL CONTRACT BETWEEN PUBLIC AGENCIES

## A Contract between the State of Nevada Acting By and Through Its

Department of Conservation and Natural Resources  
Division of Environmental Protection, Bureau of Corrective Actions  
901 S. Stewart Street, Carson City, NV 89701-5249  
Phone: (775) 687-9368 Fax: (775) 687-8335

and

Washoe County District Health District  
*hereinafter the "Public Agency"*  
PO Box 11130, Reno, NV 89512  
775-328-2423 Contact: Jim English

WHEREAS, NRS 277.180 authorizes any one or more public agencies to contract with any one or more other public agencies to perform any governmental service, activity or undertaking which any of the public agencies entering into the contract is authorized by law to perform; and

WHEREAS, it is deemed that the services of **Washoe County District Health District** hereinafter set forth are both necessary to **Division of Environmental Protection** and in the best interests of the State of Nevada;

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

1. **REQUIRED APPROVAL.** This Contract shall not become effective until and unless approved by appropriate official action of the governing body of each party.
2. **DEFINITIONS.** "State" means the State of Nevada and any state agency identified herein, its officers, employees and immune contractors as defined in NRS 41.0307.
3. **CONTRACT TERM.** This Contract shall be effective from July 1, 2013 upon approval to June 30, 2017, unless sooner terminated by either party as set forth in this Contract.
4. **TERMINATION.** This Contract may be terminated by either party prior to the date set forth in paragraph (3), provided that a termination shall not be effective until 30 days after a party has served written notice upon the other party. This Contract may be terminated by mutual consent of both parties or unilaterally by either party without cause. The parties expressly agree that this Contract shall be terminated immediately if for any reason State and/or federal funding ability to satisfy this Contract is withdrawn, limited, or impaired.
5. **NOTICE.** All notices or other communications required or permitted to be given under this Contract shall be in writing and shall be deemed to have been duly given if delivered personally in hand, by telephonic facsimile with simultaneous regular mail, or mailed certified mail, return receipt requested, postage prepaid on the date posted, and addressed to the other party at the address set forth above.
6. **INCORPORATED DOCUMENTS.** The parties agree that the services to be performed shall be specifically described; this Contract incorporates the following attachments in descending order of constructive precedence:

ATTACHMENT A: SCOPE OF WORK

ATTACHMENT B: ADDITIONAL AGENCY TERMS & CONDITIONS (consisting of 3 pages)

7. CONSIDERATION. [AGENCY NAME] agrees to provide the services set forth in paragraph (6) at a cost of \$ 218,000 per year (state the exact cost or hourly, daily, or weekly rate exclusive of travel or per diem expenses) and a one-time additional payment of \$30,000 payable in fiscal year 2014, with the total Contract or installments payable: Quarterly, not exceeding \$ 902,000. Any intervening end to an annual or biennial appropriation period shall be deemed an automatic renewal (not changing the overall Contract term) or a termination as the results of legislative appropriation may require.

8. ASSENT. The parties agree that the terms and conditions listed on incorporated attachments of this Contract are also specifically a part of this Contract and are limited only by their respective order of precedence and any limitations expressly provided.

9. INSPECTION & AUDIT.

a. Books and Records. Each party agrees to keep and maintain under general accepted accounting principles full, true and complete records, agreements, books, and documents as are necessary to fully disclose to the other party, the State or United States Government, or their authorized representatives, upon audits or reviews, sufficient information to determine compliance with any applicable regulations and statutes.

b. Inspection & Audit. Each party agrees that the relevant books, records (written, electronic, computer related or otherwise), including but not limited to relevant accounting procedures and practices of the party, financial statements and supporting documentation, and documentation related to the work product shall be subject, at any reasonable time, to inspection, examination, review, audit, and copying at any office or location where such records may be found, with or without notice by the other party, the State Auditor, Employment Security, the Department of Administration, Budget Division, the Nevada State Attorney General's Office or its Fraud Control Units, the State Legislative Auditor, and with regard to any federal funding, the relevant federal agency, the Comptroller General, the General Accounting Office, the Office of the Inspector General, or any of their authorized representatives.

c. Period of Retention. All books, records, reports, and statements relevant to this Contract must be retained by each party for a minimum of three years and for five years if any federal funds are used in this Contract. The retention period runs from the date of termination of this Contract. Retention time shall be extended when an audit is scheduled or in progress for a period reasonably necessary to complete an audit and/or to complete any administrative and judicial litigation which may ensue.

10. BREACH; REMEDIES. Failure of either party to perform any obligation of this Contract shall be deemed a breach. Except as otherwise provided for by law or this Contract, the rights and remedies of the parties shall not be exclusive and are in addition to any other rights and remedies provided by law or equity, including but not limited to actual damages, and to a prevailing party reasonable attorneys' fees and costs.

11. LIMITED LIABILITY. The parties will not waive and intend to assert available NRS chapter 41 liability limitations in all cases. Contract liability of both parties shall not be subject to punitive damages. To the extent applicable, actual contract damages for any breach shall be limited by NRS 353.260 and NRS 354.626.

12. FORCE MAJEURE. Neither party shall be deemed to be in violation of this Contract if it is prevented from performing any of its obligations hereunder due to strikes, failure of public transportation, civil or military authority, act of public enemy, accidents, fires, explosions, or acts of God, including, without limitation, earthquakes, floods, winds, or storms. In such an event the intervening cause must not be through the fault of the party asserting such an excuse, and the excused party is obligated to promptly perform in accordance with the terms of the Contract after the intervening cause ceases.

13. INDEMNIFICATION. Neither party waives any right or defense to indemnification that may exist in law or equity.

14. INDEPENDENT PUBLIC AGENCIES. The parties are associated with each other only for the purposes and to the extent set forth in this Contract, and in respect to performance of services pursuant to this Contract, each party is and shall be a public agency separate and distinct from the other party and, subject only to the terms of this Contract, shall have the sole right to supervise, manage, operate, control, and direct performance of the details incident to its duties under this Contract. Nothing contained in this Contract shall be deemed or construed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create any liability for one agency whatsoever with respect to the indebtedness, liabilities, and obligations of the other agency or any other party.

15. WAIVER OF BREACH. Failure to declare a breach or the actual waiver of any particular breach of the Contract or its material or nonmaterial terms by either party shall not operate as a waiver by such party of any of its rights or remedies as to any other breach.

16. SEVERABILITY. If any provision contained in this Contract is held to be unenforceable by a court of law or equity, this Contract shall be construed as if such provision did not exist and the nonenforceability of such provision shall not be held to render any other provision or provisions of this Contract unenforceable.

17. ASSIGNMENT. Neither party shall assign, transfer or delegate any rights, obligations or duties under this Contract without the prior written consent of the other party.

18. OWNERSHIP OF PROPRIETARY INFORMATION. Unless otherwise provided by law or this Contract, any reports, histories, studies, tests, manuals, instructions, photographs, negatives, blue prints, plans, maps, data, system designs, computer code (which is intended to be consideration under this Contract), or any other documents or drawings, prepared or in the course of preparation by either party in performance of its obligations under this Contract shall be the joint property of both parties.

19. PUBLIC RECORDS. Pursuant to NRS 239.010, information or documents may be open to public inspection and copying. The parties will have the duty to disclose unless a particular record is made confidential by law or a common law balancing of interests.

20. CONFIDENTIALITY. Each party shall keep confidential all information, in whatever form, produced, prepared, observed or received by that party to the extent that such information is confidential by law or otherwise required by this Contract.

21. PROPER AUTHORITY. The parties hereto represent and warrant that the person executing this Contract on behalf of each party has full power and authority to enter into this Contract and that the parties are authorized by law to perform the services set forth in paragraph (6).

22. GOVERNING LAW; JURISDICTION. This Contract and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada. The parties consent to the jurisdiction of the Nevada district courts for enforcement of this Contract.

23. ENTIRE AGREEMENT AND MODIFICATION. This Contract and its integrated attachment(s) constitute the entire agreement of the parties and such are intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless an integrated attachment to this Contract specifically displays a mutual intent to amend a particular part of this Contract, general conflicts in language between any such attachment and this Contract shall be construed consistent with the terms of this Contract. Unless otherwise expressly authorized by the terms of this Contract, no modification or amendment to this Contract shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto, approved by the State of Nevada Office of the Attorney General.

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

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


**PUBLIC AGENCY – Washoe County Health District:**

By: Signature \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

**DIVISION:**

By: Colleen Cripps, Ph.D. \_\_\_\_\_ Administrator-NDEP \_\_\_\_\_  
Title \_\_\_\_\_ Date \_\_\_\_\_

**BUREAU:**

  
By: Sandi Gotta \_\_\_\_\_ Contract Manager \_\_\_\_\_  
Title: \_\_\_\_\_ Date 3-15-13

**DIVISION FISCAL APPROVAL:**

By: Lisa Fleming \_\_\_\_\_ Budget Analyst II \_\_\_\_\_  
Title: \_\_\_\_\_ Date \_\_\_\_\_

Approved as to form by:

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

**APPROVED BY BOARD OF EXAMINERS**

Signature - Board of Examiners \_\_\_\_\_ On \_\_\_\_\_ (Date)

## ATTACHMENT A

### UNDERGROUND STORAGE TANK AND LEAKING UNDERGROUND STORAGE TANK PROGRAM OBJECTIVES & WORKPLAN

State Fiscal Year 2014, 2015, 2016, 2017

JULY 1, 2013 - JUNE 30, 2017

Contract Control # DEP

#### **I. PROGRAM IMPLEMENTATION**

As part of the State Program, **Washoe County Health District (WCHD)** will continue activities relative to the time frames and definitions of the Underground Storage Tank (UST) Program requirements as delineated in the Federal Register 40 CFR Part 280, §§ 280.10 through 280.112; NRS 459.800 to 459.856; and NAC 459.9921 to 459.999, inclusive. WCHD will work within the Nevada Division of Environmental Protection (NDEP) guidance and oversight. Any variation from the regulations, guidance, or oversight will require written concurrence from NDEP. It is recognized that a guidance or directive from the U.S. EPA that may modify the reporting requirements or definitions reported herein shall be incorporated into this Work plan and made a part.

The objectives of the Nevada UST program are:

- a) Ensure consistent application and enforcement of State and Federal UST Regulations.
- b) Improve compliance with the regulations through increased in-field interaction and education of owners, operators and managers of UST facilities.
- c) Conduct consistent inspections at each facility through a prioritization system that ensures each facility is inspected at least every 36 months.
- d) Provide accurate and timely information to the NDEP to enable timely updates to the State UST Access database (UST FITS).
- e) Compile accurate and consistent compliance data as required by the US EPA.

#### **II. UST NOTIFICATION:**

1. Inform UST owner/operators for new, upgraded, or closed UST systems of the requirement to notify NDEP using EPA Form 7530-1. WCHD to ensure the 7530-1 forms are accurate and complete prior to forwarding originals to NDEP. Notification forms should be forwarded to the NDEP UST program within 30 days. A contact will be provided (and updated as needed) to allow for electronic delivery.

Report quarterly:

- (1) The number of new or amended 7530-1 forms processed and forwarded to NDEP.

2. Receive and respond in writing to an operator's notice of intent to permanently close or make a change-in-service to their underground storage tank system, as required by 40 CFR, § 280.71. Inform operators of all applicable requirements under 40 CFR, § 280 and NAC 459.970 through 459.9729 (certification) in the response letters.

Report quarterly:

- (1) The number of response letters mailed in acknowledgment of an operator's intent to close or make a change in the service.
- (2) The number of site inspections conducted for USTs being permanently closed.

### **III. UST COMPLIANCE/ENFORCEMENT:**

1. Conduct on-site facility inspections that are consistent with the State of Nevada UST Inspection Protocol. NDEP will provide the UST Inspection Protocol and may engage in one or more joint inspections per calendar quarter to assist with achieving consistency of inspections. A reference to the Significant Operational Compliance (SOC) framework will be provided by the NDEP.

Report quarterly

- (1)(a) Number of initial facility inspections / inspection reports submitted to NDEP.
- (b) Release Prevention SOC: Number of facilities in Significant Operational Compliance (SOC) with the 1998 regulations at the time of the initial inspection conducted during the reporting period.
- (c) Release Detection SOC: Number of facilities in Significant Operational Compliance (SOC) with the leak detection regulations at the time of the initial inspection conducted during the reporting period.

Washoe County will conduct necessary activities to ensure UST owner/operator compliance with financial responsibility requirements. (NDEP will provide Washoe County with a list of UST owner/operators that have not enrolled in the State Petroleum Fund on an annual basis).

2. Provide for a 'Step Wise' progressive compliance/enforcement program consistent with NDEP's Compliance Assistance and Enforcement Guidance document.

Provide documentation to the owner/operator acknowledging correction of non-compliance deficiencies. Submit a copy of documentation (i.e., correspondence) to NDEP.

Report quarterly:

- (2)(a) The number of facilities sent informal enforcement letters regarding UST non-compliance issues.
  - (b) The number of facilities that have resolved all compliance issues during the reporting period (regardless of the period in which the issues were initiated).
3. Conduct re-inspections as necessary to ensure compliance at those facilities for which owner/operators were issued informal enforcement letters.

Report quarterly:

- (1) The number of on site UST facility re-inspections.

4. Refer any UST non-compliance cases, which have not been resolved by telephone calls, follow-up letters, or re-inspections to NDEP for formal enforcement action. Provide supporting documentation, sufficient for issuance of an enforcement order. All cases referred to NDEP will include the following:
  - a) A formal referral letter addressed to NDEP, referring the case. The letter should cite the specific UST regulation that is alleged to have been violated. The owner/operator is to be courtesy copied;
  - b) An accurately compiled written summary of all submittals, responses, and actions relating to the case; and
  - c) A copy of all correspondence and submittals related to the non-compliance issue.

Report quarterly:

- (1) The number of UST cases referred to NDEP for formal enforcement action.
5. Refer any suspected non-compliance with NAC 459.970 through 459.9729 (Certification) to NDEP, Bureau of Corrective Actions, Certification Branch.

#### IV. LEAKING UST's (LUST):

1. Track the number of UST system closures (i.e., permanently out of service UST systems) with reported sampling results below the State action level of 100 mg/kg Total Petroleum Hydrocarbons (TPH), including closures with no detected contamination.

Report quarterly:

- (1) The number of UST closures (i.e., permanently out of service UST systems) with sampling results below the State action level of 100 mg/kg TPH, including closures with no detected contamination.
2. Track the number of releases from UST systems undergoing closure with a Verified Release. NDEP will provide guidance for defining and determining a Verified Release

Report quarterly:

- (1) The number of UST closures (i.e., permanently out of service UST systems) with a Verified Release (per NDEP guidance). (Include State Facility ID number for identification of sites on tracking list).
3. Track the number of UST systems not undergoing closure that have a Verified Release (per NDEP guidance).

Report quarterly:

- (1) The number of UST systems not undergoing closure that have a Verified Release (per NDEP guidance). (Include State Facility ID number for identification of sites on tracking list).

4. Track the number of suspected releases from UST systems not undergoing closure. In accordance with NDEP practice:
- A Statistical Inventory Reconciliation (SIR) "failure" will be considered a suspected release.
  - An SIR "inconclusive" will not be considered a suspected UST release unless it is the second consecutive "inconclusive" result for the same UST system.

Report quarterly:

- (1) The number of suspected releases from UST systems not undergoing closure. (Include State Facility ID number for identification of sites on tracking list).

5. Provide notification to owner/operators of regulatory requirements to investigate or submit documentation (RELEASE-SPILL letters [r/spill letters]) for all detected and verified UST releases. Inform owner/operators of the applicable requirements under 40 CFR, § 280, NAC 445A.345 through 445A.348, NAC 445A.226 through 445A.22755, and NAC 459.970 through 459.9729 (Certification) in these letters. Copy NDEP on all 'r/spill' letters. Include State Facility ID number on all correspondence.

Report quarterly:

- (1) The number of RELEASE-SPILL (r/spill) letters mailed to owner /operators. (Include State Facility ID number on all correspondences).

6. Review submitted LUST site assessments for soil and groundwater contamination. Prioritize sites that exceed State action levels based upon potential risk to human and environmental receptors. Oversee abatement on sites with documented releases below State action levels and Reportable Quantities (RQs).

Report quarterly:

- (1) The number of site assessments received.  
(2) The number of site assessments reviewed.

7. Review submitted Work Plans relating to characterization through remediation to closure of LUST cases with soil and/or groundwater contamination in excess of the State action levels and Reportable Quantities (RQs). Respond in writing to the responsible party concurring, modifying, or denying the work plans. Copy NDEP on all response letters.

Report quarterly:

- (1) The number of work plans received.  
(2) The number of work plans reviewed.  
(3) The number of work plans concurred.



8. Refer LUST cases to NDEP where deemed necessary. All cases referred to NDEP shall include the following:
  - a) A formal referral letter addressed to NDEP referring the case. The responsible party is to be courtesy copied;
  - b) An accurately compiled written summary of all submittals, responses, and actions relating to the case;
  - c) A copy of all correspondence relating to the case.

Report quarterly:

- (1) The number of LUST cases formally referred to NDEP for remedial oversight.

9. Provide oversight of open LUST cases to ensure regulatory requirements are met. Provide "No Further Action" (NFA) required letter to responsible parties when remediation activities are complete and closure can be achieved using current regulatory criteria and NDEP provided guidance. Copy NDEP on all NFA letters. Include State Facility ID number on all correspondence. Track the total number of LUST cases for which NFA letters were issued.

Report quarterly:

- (1) The number of LUST cases closed with a No Further Action (NFA) letters issued. (Include State Facility ID number for identification of cases closed to allow removal from tracking list).

10. Track the number of LUST cases with soil contamination remaining above the State action levels, but issued 'NFA' letters in accordance with NAC 445A.227(2) (A-K).

Report quarterly:

- (1) The number of LUST cases with soil contamination remaining above State action level issued NFAs per NAC 445A.227(2). (Include State Facility ID number for identification of cases closed to allow removal from tracking list).

11. Provide written referral to NDEP, in accordance with NDEP provided guidance, to issue NFA letters on eligible LUST cases with groundwater contaminant levels above State action levels or Federal Maximum Contaminant Levels (MCLs) following NAC 445A.22725(2). Provide supporting information for each referral. NDEP will track the number of LUST cases with groundwater contamination above State action levels or Federal Maximum Contaminant Levels (MCLs) for which NDEP subsequently issues NFA letters. NDEP will copy the County on these closure letters.

Report quarterly:

- (1) The number of LUST groundwater cases referred to NDEP as eligible for closure, in accordance with NDEP guidance, with groundwater contamination remaining above State action levels or Federal MCLs citing NAC 445A.22725(2).

V. PROGRAM TRACKING:

UST/LUST QUARTERLY TRACKING  
 QUARTER FY2014

Reporting Period \_\_\_\_\_ through \_\_\_\_\_.  
 \* Quarterly report due within five (5) days following the end of each quarter.

OUTPUT	TASK	____ Qtr	Year (Fiscal Year)
<b>UST:</b>			
Number of new or amended 7530-1 forms processed and forwarded to NDEP.	II.1(1)		
Number of response letters mailed in acknowledgment of an operator's intent to close or make a change in service.	II.2(1)		
Number of site inspections conducted for USTs being permanently closed.	II.2(2)		
Number of initial facility compliance inspections completed/ inspection reports submitted to NDEP.	III.1(a)		
<u>Release Prevention SOC:</u> Number of facilities in Significant Operational Compliance (SOC) with the 1998 regulations (corrosion, spill, and overfill) at the time of the initial inspection conducted during the reporting period.	III.1(b)		
<u>Release Detection SOC:</u> Number of facilities in Significant Operational Compliance (SOC) with the leak detection regulations at the time of the initial inspection conducted during the reporting period.	III.1(c)		
Number of facilities sent informal enforcement letters regarding UST non-compliance issues.	III.2(a)		
Number of facilities that resolved all compliance issues in the quarter (regardless of the quarter in which the issue was initiated).	III.2(b)		
Number of UST facility re-inspections.	III.3		
Number of UST cases referred to NDEP for formal enforcement action.	III.4		

OUTPUT	TASK	Qtr	Year (Fiscal Year)
<b>LUST:</b>			
Number of UST system closures (i.e., permanently out of service UST systems) with sampling results below the State action level of 100 mg/kg TPH, including closures with no detected contamination. (Include State Facility ID number for identification of sites on tracking list).	IV.1		
Number of UST system closures (i.e., permanently out of service UST systems) with a Verified Release (per NDEP guidance). (Include State Facility ID number for identification of sites on tracking list).	IV.2		
Number of UST systems not undergoing closure that have a Verified Release (per NDEP guidance). (Include State Facility ID number for identification of sites on tracking list).	IV.3		
Number of suspected releases from UST systems not undergoing closure. (Include State Facility ID number for identification of sites on tracking list).	IV.4		
Number of RELEASE-SPILL (r/spill) letters mailed to owners/ operators. (Include State Facility ID number for identification of sites on tracking list).	IV.5		
Number of site assessments received.	IV.6(1)		
Number of site assessments reviewed.	IV.6(2)		
Number of work plans received.	IV.7(1)		
Number of work plans reviewed.	IV.7(2)		
Number of work plans concurred.	IV.7(3)		
Number of LUST cases formally referred to NDEP for remediation oversight. (Include State Facility ID number for identification of sites on tracking list).	IV.8		
Number of LUST cases closed with No Further Action (NFA) letter. (Include State Facility ID number for identification of cases closed to allow removal from tracking list).	IV.9		

OUTPUT	TASK	Qtr	Year (Fiscal Year)
<b>LUST:</b>			
Number of LUST cases with soil contamination remaining above state action level issued an NFA letter citing NAC 445A.227(2) (A-K). (Include State Facility ID number for identification of cases closed to allow removal from tracking list).	IV.10		
Number of groundwater cases referred to NDEP as eligible for closure, in accordance with NDEP guidance, with groundwater contamination remaining above State action levels or Federal MCLs citing NAC 445A.22725.	IV.11		

**ATTACHMENT B:  
ADDITIONAL AGENCY TERMS & CONDITIONS  
TO CONTRACT FOR SERVICES OF PUBLIC AGENCY  
CONTRACT CONTROL # \_\_\_\_\_**

1. For contracts utilizing federal funds, the Nevada Division of Environmental Protection shall pay no more compensation than the federal Executive Service Level 4 (U.S. Code) daily rate (exclusive of fringe benefits) for individual consultants retained by the Public Agency or by the Public Agency's contractors or subcontractors. This limitation applies to consultation services of designated individuals with specialized skills who are paid at a daily or hourly rate. The current Level 4 rate is **\$74.50** per hour.

2. **NDEP shall only reimburse the Public Agency for actual cash disbursed.** Original invoices (facsimiles are not acceptable) must be received by NDEP no later than forty (40) calendar days after the end of a month or quarter except at the end of the fiscal year of the State of Nevada (June 30th), at the expiration date of the grant, or the effective date of the revocation of the contract, at which times original invoices must be received by NDEP no later than thirty-five (35) calendar days after this date. Failure of the Public Agency to submit billings according to the prescribed timeframes authorizes NDEP, in its sole discretion, to collect or withhold a penalty of ten percent (10%) of the amount being requested for each week or portion of a week that the billing is late. The Public Agency shall provide with each invoice a detailed fiscal summary that includes the approved contract budget, expenditures for the current period, cumulative expenditures to date, and balance remaining for each budget category. If match is required pursuant to paragraph 3 below, a similar fiscal summary of match expenditures must accompany each invoice. The Public Agency shall obtain prior approval to transfer funds between budget categories if the funds to be transferred are greater than ten percent (10%) cumulative of the total Contract amount.

3. The Public Agency shall, as part of its approved scope of work and budget under this Contract, provide third party match funds of not less than: \$ N/A . If match funds are required, the Public Agency shall comply with additional record-keeping requirements as specified in 40 CFR 31.24 and Attachment N/A (Third Party Match Record-Keeping Requirements) which is attached hereto and by this reference is incorporated herein and made part of this Contract.

4. Unless otherwise provided in Attachment A (Scope of Work), the Public Agency shall submit quarterly reports or other deliverables within ten (10) calendar days after the end of each quarter.

5. All payments under this Contract are contingent upon the receipt by NDEP of sufficient funds, necessary to carry out the purposes of this Contract, from either the Nevada Legislature or an agency of the United States. NDEP shall determine if it has received the specific funding necessary for this Contract. If funds are not received from either source for the specific purposes of this Contract, NDEP is under no obligation to supply funding for this Contract. The receipt of sufficient funds as determined by NDEP is a condition precedent to NDEP's obligation to make payments under this Contract. Nothing in this Contract shall be construed to provide the Public Agency with a right of payment over any other entity. If any payments that are otherwise due to the Public Agency under this Contract are deferred because of the unavailability of sufficient funds, such payments will promptly be made to the Public Agency if sufficient funds later become available.

6. Notwithstanding the terms of paragraph 5, at the sole discretion of NDEP, payments will not be made by NDEP unless all required reports or deliverables have been submitted to and approved by NDEP within the schedule stated in Attachment A.

7. Any funds obligated by NDEP under this Contract that are not expended by the Public Agency shall automatically revert back to NDEP upon the completion, termination or cancellation of this Contract. NDEP shall not have any obligation to re-award or to provide, in any manner, such unexpended funds to the Public Agency. The Public Agency shall have no claim of any sort to such unexpended funds.

8. For contracts utilizing federal funds, the Public Agency shall ensure, to the fullest extent possible, that at least the "fair share" percentages as stated below for prime contracts for construction, services, supplies or equipment are made available to organizations owned or controlled by socially and economically disadvantaged individuals (Minority Business Enterprise (MBE) or Small Business Enterprise (SBE)), women (Women Business Enterprise (WBE)) and historically black colleges and universities.

	MBE/SBE	WBE
Construction	12%	10%
Services	07%	25%
Supplies	13%	28%
Equipment	11%	23%

The Public Agency agrees and is required to utilize the following seven affirmative steps:

- a. Include in its bid documents applicable "fair share" percentages as stated above and require all of its prime contractors to include in their bid documents for subcontracts the "fair share" percentages;
- b. Include qualified Small Business Enterprises (SBEs) Minority Business Enterprises (MBEs), and Women Business Enterprises (WBEs) on solicitation lists;
- c. Assure that SBEs, MBEs, and WBEs are solicited whenever they are potential sources;
- d. Divide total requirements, when economically feasible, into small tasks or quantities to e. permit maximum participation of SBEs, MBEs, and WBEs;
- e. Establish delivery schedules, where the requirements of the work permit, which will encourage participation by SBEs, MBEs, and WBEs;
- f. Use the services and assistance of the Small Business Administration and the Minority Business Development Agency, U.S. Department of commerce as appropriate; and
- g. If a subcontractor awards contracts/procurements, require the subcontractor to take the affirmative steps in subparagraphs a. through e. of this condition.

9. The Public Agency shall complete and submit to NDEP a Minority Business Enterprise/Woman Business Enterprise (MBE/WBE) Utilization Report (Standard Form 334) within fifteen (15) calendar days after the end of each federal fiscal year (September 30th) for each year this Contract is in effect and within fifteen (15) calendar days after the termination date of this Contract.

10. The books, records, documents and accounting procedures and practices of the Public Agency or any subcontractor relevant to this Contract shall be subject to inspection, examination and audit by the State of Nevada, the Division of Environmental Protection, the Attorney General of Nevada, the Nevada State Legislative Auditor, the federal or other funding agency, the Comptroller General of the United States or any authorized representative of those entities.

11. All books, reports, studies, photographs, negatives, annual reports or other documents, data, materials or drawings prepared by or supplied to the Public Agency in the performance of its obligations under this Contract shall be the joint property of both parties. Such items must be retained by the Public Agency for a minimum of three years from the date of final payment by NDEP to the Public Agency, and all other pending matters are closed. If requested by NDEP at any time within the retention period, any such materials shall be remitted and delivered by the Public Agency, at the Public Agency's expense, to NDEP. NDEP does not warrant or assume any legal liability or responsibility for the accuracy, completeness, or usefulness of any information, report or product of any kind that the Public Agency may disclose or use for purposes other than the performance of the Public Agency's obligations under this Contract. For any work outside the obligations of this Contract, the Public Agency must include a disclaimer that the information, report or products are the views and opinions of the Public Agency and do not necessarily state or reflect those of NDEP nor bind NDEP.

12. Unless otherwise provided in Attachment A, when issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with funds provided under this Contract, the Public Agency shall clearly state that funding for the project or program was provided by the Nevada Division of Environmental Protection and, if applicable, the U.S. Environmental Protection Agency. The Public Agency will insure that NDEP is given credit in all official publications relative to this specific project and that the content of such publications will be coordinated with NDEP prior to being published.

13. Unless otherwise provided in Attachment A, all property purchased with funds provided pursuant to this Contract is the property of NDEP and shall, if NDEP elects within four (4) years after the completion, termination or cancellation of this Contract or after the conclusion of the use of the property for the purposes of this Contract during its term, be returned to NDEP at the Public Agency's expense.

Such property includes but is not limited to vehicles, computers, software, modems, calculators, radios, and analytical and safety equipment. The Public Agency shall use all purchased property in accordance with local, state and federal law, and shall use the property only for Contract purposes unless otherwise agreed to in writing by NDEP.

For any unauthorized use of such property by the Public Agency, NDEP may elect to terminate the Contract and to have the property immediately returned to NDEP by the Public Agency at the Public Agency's expense. To the extent authorized by law, the Public Agency shall indemnify and save and hold the State of Nevada and NDEP harmless from any and all claims, causes of action or liability arising from any use or custody of the property by the Public Agency or the Public Agency's agents or employees or any subcontractor or their agents or employees.

14. The Public Agency shall use recycled paper for all reports that are prepared as part of this Contract and delivered to NDEP. This requirement does not apply to standard forms.

15. The Public Agency, to the extent provided by Nevada law, shall indemnify and save and hold the State of Nevada, its agents and employees harmless from any and all claims, causes of action or liability arising from the performance of this Contract by the Public Agency or the Public Agency's agents or employees or any subcontractor or their agents or employees. NDEP, to the extent provided by Nevada law, shall indemnify and save and hold the Public Agency, its agents and employees harmless from any and all claims, causes of action or liability arising from the performance of this Contract by NDEP or NDEP's agents or employees.

16. The Public Agency and its subcontractors shall obtain any necessary permission needed, before entering private or public property, to conduct activities related to the work plan (Attachment A). The property owner will be informed of the program, the type of data to be gathered, and the reason for the requested access to the property.

17. This Contract shall be construed and interpreted according to the laws of the State of Nevada and conditions established in OMB Circular A-102. Nothing in this Contract shall be construed as a waiver of sovereign immunity by the State of Nevada. Any action brought to enforce this contract shall be brought in the First Judicial District Court of the State of Nevada. The Public Agency and any of its subcontractors shall comply with all applicable local, state and federal laws in carrying out the obligations of this Contract, including all federal and state accounting procedures and requirements established in OMB Circular A-87 and A-133. The Public Agency and any of its subcontractors shall also comply with the following:

- a. 40 CFR Part 7 - Nondiscrimination In Programs Receiving Federal Assistance From EPA
- b. 40 CFR Part 29 - Intergovernmental Review Of EPA Programs And Activities.
- c. 40 CFR Part 31 - Uniform Administrative Requirements For Grants And Cooperative Agreements To State and Local Governments;
- d. 40 CFR Part 32 - Governmentwide Debarment And Suspension (Nonprocurement) And Governmentwide Requirements For Drug-Free Workplace (Grants);
- e. 40 CFR Part 34 - Lobbying Activities;
- f. 40 CFR Part 35, Subpart O - Cooperative Agreements And Superfund State Contracts For Superfund Response Actions (Superfund Only); and
- g. The Hotel And Motel Fire Safety Act of 1990.

18. The Public Agency shall neither assign, transfer nor delegate any rights, obligations or duties under this Contract without the prior written consent of NDEP.



# Washoe County Health District



Public Health  
Prevent. Promote. Protect.

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

**DATE:** March 15, 2013

**TO:** District Board of Health

**FROM:** Tony Macaluso, Registered Environmental Health Specialist Supervisor *Jm*  
775-328-2431, [tmacaluso@washoecounty.us](mailto:tmacaluso@washoecounty.us)

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

**THROUGH:** Eileen Stickney, Administrative Health Services Officer *ES*

**SUBJECT:** Proposed approval of Notice of Grant Award from the U.S. Department of Health and Human Services, Food and Drug Administration for the period September 12, 2012 through June 30, 2017 in the amount of \$346,500 (\$69,300 per year) in support of the Advancing Conformance with the Voluntary National Retail Food Regulatory Grant Program (VNRFRPS), IO TBD; and approve amendments totaling an increase of \$63,000 in both revenue and expense to the FY13 VNRFRPS Grant Program, IO TBD.

### SUMMARY

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

The Washoe County Health District (District) received a Notice of Grant Award from U.S. Department of Health and Human Services, Food and Drug Administration in the amount of \$346,500 (\$69,300 per year), for the period September 12, 2012 through June 30, 2017 in support of the VNRFRPS Grant Program, IO TBD. 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: Sustainability, including financial sustainability, sustaining our services and infrastructure, and sustainability of our natural resources.

### PREVIOUS ACTION

None

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



**BACKGROUND**

The Washoe County Health District has been enrolled in the Voluntary National Retail Food Regulatory Program Standards (VNRFRPS) since July of 2004. The Health District completed the first self assessment in December of 2006 and has made progress in each of the Standards. At this time Standard Seven - Industry and Community Relations is complete and an audit was conducted for verification. A second self-assessment was completed in May 2012.

The Washoe County Health District's intended outcome of this funding opportunity is to continue with and increase the momentum of the implementation and development of building capacity and sustainability of the Health District's Retail Food Program within the standards of the FDA Program Standards. This funding opportunity will enhance the Health District's ability to meet the long term goal of meeting the VNRFRPS and the Washoe County Health District Board of Health's (DBOH) strategic plan. The DBOH's strategic plan includes the adoption of meeting all nine standards. Implementation of the Voluntary National Retail Food Regulatory Program Standards is a high priority. This has been on an "As resources are available basis." This grant will speed up our full implementation of the VNRFRPS by providing added development resources

The enhancement of this grant will allow for the hiring of intermitent employees into already existing intermittent positions. The intent is to hire individuals who were previous employees or Registered Environmental Health Specialists . This added capacity will help to ensure the five year strategic plan of meeting the criteria of the VNRFRPS is met. The meeting of the criteria of the Program Standards will provide a firm foundation for the Health Districts Retail Food Program which can be sustainable.

**FISCAL IMPACT**

Should the Board approve these budget amendments, the adopted FY13 budget will be **increased by \$63,000** in the following accounts:

<u>Account Number</u>	<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
<b>2002-IO-TBD-431100</b>	<b>Federal Revenue</b>	<b>\$63,000</b>
2002-IO-TBD-701130	Pooled Positions	62,100
-705230	Medicare	900
	<b>Total Expenditures</b>	<b>\$63,000</b>

The difference between the Notice of Grant Award of \$69,300 per year and the budget amendment of \$63,000 is \$6,300 which will be collected in indirect revenue. No budget adjustment is needed for the indirect revenue.

**RECOMMENDATION**

Staff recommends that the District Board of Health approve the Notice of Grant Award from the U.S. Department of Health and Human Services, Food and Drug Administration

for the period September 12, 2012 through June 30, 2017 in the amount of \$346,500 (\$69,300 per year) in support of the Advancing Conformance with the Voluntary

National Retail Food Regulatory Grant Program (VNRFRPS), IO TBD; and approve amendments totaling an increase of \$63,000 in both revenue and expense to the FY13 VNRFRPS Grant Program, IO TBD.

**POSSIBLE MOTION**

Move to approve the Notice of Grant Award from the U.S. Department of Health and Human Services, Food and Drug Administration for the period September 12, 2012 through June 30, 2017 in the amount of \$346,500 (\$69,300 per year) in support of the Advancing Conformance with the Voluntary National Retail Food Regulatory Grant Program (VNRFRPS), IO TBD; and approve amendments totaling an increase of \$63,000 in both revenue and expense to the FY13 VNRFRPS Grant Program, IO TBD.



**Grant Number:** 1U18FD004668-01

**Principal Investigator(s):**  
Tony Macaluso

**Project Title:** Limited Competition: Advancing Conformance with the Voluntary National Retail Fo

Mr. Macaluso, Tony  
Environmental Health Specialist Supervisor  
PO Box 11130  
Reno, NV 895200027

**Budget Period:** 09/12/2012 – 06/30/2013  
**Project Period:** 09/12/2012 – 06/30/2017

Dear Business Official:

The Food and Drug Administration hereby awards a grant in the amount of \$69,300 (see "Award Calculation" in Section I and "Terms and Conditions" in Section III) to COUNTY OF WASHOE in support of the above referenced project. This award is pursuant to the authority of PHS Act, Sec 1706, 42 USC 300u-5, as amended; Sec 2(d), PL 98-551 and is subject to the requirements of this statute and regulation and of other referenced, incorporated or attached terms and conditions.

Acceptance of this award including the "Terms and Conditions" is acknowledged by the grantee when funds are drawn down or otherwise obtained from the grant payment system.

If you have any questions about this award, please contact the Grants Management Specialist and the Project Officer listed in the terms and conditions.

Sincerely yours,



Kimberly Pendleton

Grants Management Officer  
Office of Acquisitions & Grants Services  
Division of Acquisition Support and Grants  
Grants & Assistance Team  
FOOD AND DRUG ADMINISTRATION

See additional information below

**SECTION I – AWARD DATA – 1U18FD004668-01**

**Award Calculation (U.S. Dollars)**

<b>Salaries and Wages</b>	\$63,000
<b>Personnel Costs (Subtotal)</b>	\$63,000
<b>Federal Direct Costs</b>	\$63,000
<b>Federal F&amp;A Costs</b>	\$6,300
<b>Approved Budget</b>	\$69,300
<b>Federal Share</b>	\$69,300
<b>TOTAL FEDERAL AWARD AMOUNT</b>	\$69,300
<b>AMOUNT OF THIS ACTION (FEDERAL SHARE)</b>	\$69,300

SUMMARY TOTALS FOR ALL YEARS			
YR	THIS AWARD	CUMULATIVE TOTALS	
1	69,300	69,300	69,300
2	69,300	69,300	69,300
3	69,300	69,300	69,300
4	69,300	69,300	69,300
5	69,300	69,300	69,300

\* Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project.

**Fiscal Information:**

**CFDA Number:** 93.103  
**EIN:** 1886000138A1  
**Document Number:** UFD004668A  
**Fiscal Year:** 2012

IC	CAN	01	02	03	04	05
FD	6990928	\$69,300	\$69,300	\$69,300	\$69,300	\$69,300

\* Recommended future year total cost support, subject to the availability of funds and satisfactory progress of the project.

**FDA Administrative Data:**

**PCC: / OC: 4141 / Processed: ERAAPPS 09/07/2012**

**SECTION II – PAYMENT/HOTLINE INFORMATION – 1U18FD004668-01**

PHS policy requires that you be informed that the DHHS Inspector General maintains a toll free telephone number (800-368-5779) for receiving information concerning fraud, waste and abuse under the grants and cooperative agreements. Such reports will be kept confidential and callers may decline to give their names if they choose to remain anonymous.

Payments under this award will be made available through the DHHS Payment Management System (PMS). PMS is administered by the Division of Federal Assistance Financing (DFAF), Office of the Deputy Assistant Secretary, Finance, which will forward instructions for obtaining payments. Inquiries regarding the payment should be directed to:

Division of Federal Assistance Financing  
 DASP/DASF/OS/DHHS

P.O. Box 6021  
Rockville, MD 20852  
Telephone Number: 877-614-5533

Grantees are asked to register in the Central Contractor Registration (CCR) database. Information about CCR is available at [http://www.grants.gov/applicants/register\\_ccr.jsp](http://www.grants.gov/applicants/register_ccr.jsp). This registration will be required as electronic grant processing is implemented.

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### **SECTION III – TERMS AND CONDITIONS – 1U18FD004668-01**

This award is based on the application submitted to, and as approved by, FDA on the above-title project and is subject to the terms and conditions incorporated either directly or by reference in the following:

- a. The grant program legislation and program regulation cited in this Notice of Grant Award.
- b. The restrictions on the expenditure of federal funds in appropriations acts to the extent those restrictions are pertinent to the award.
- c. 45 CFR Part 74 or 45 CFR Part 92 as applicable.
- d. The PHS Grants Policy Statement, including addenda in effect as of the beginning date of the budget period.
- e. An annual Financial Status Report (SF-269) is required. An original and two copies of this report must be submitted to the FDA Grants Management Officer within 90 days after the expiration date of the budget period.
- f. A Final Program Report, Financial Status Report and Invention Statement must be submitted within 90 days after the expiration date of the project period.
- g. This award notice, including the terms and conditions cited below.

#### **Treatment of Program Income: Additional Costs**

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### **SECTION IV – FD Special Terms and Condition – 1U18FD004668-01**

#### **Voluntary Retail Standards Conditions of the Award - 1U18FD004668-01**

This grant has been selected under the FDA- grants management plan to redistribute grant workloads more evenly throughout the year. Consequently, the initial budget period reflects a 06/30/2013 end date. Subsequent budget periods will begin on 07/01/2012 and will be for a 12-month duration. Although this grant will have a slightly shorter budget period this year, it is awarded the full 12-month level of funds for the budget period. Additional time may be requested at the end of the project period if needed.

#### **Special conditions:**

Provide a detailed response to all weaknesses identified in the Summary Statement no later than 6-months from the date of award.

Provide funding certification of the current year's budget for the retail foods regulatory program to demonstrate that these funds have supplemented, and not replaced, State allocations. If a decrease in allocations does occur during the cooperative agreement, a detailed justification must be provided to FDA for approval.

Facilities, work, training, and other expenses reimbursed under other funding mechanisms must remain distinct and separate from the cooperative agreement.

Agree to share strategies, documents, and other resources developed using cooperative agreement funds with other programs to advance conformance with the Retail Standards and reduce the occurrence of contributing risk factors associated with foodborne illness. Grantees may be asked to provide summaries of projects that may be publicly shared.

Contribute to the continuous improvement and advancement of the Retail Standards. Contributions may include participation in committee meetings, presentations, promotion of new strategies, and sharing of resources.

Future funding will be dependent on recommendations from the Project Officer. The scope of the recommendation will confirm that acceptable progress has been made in advancing conformance with the Retail Standards, continued compliance with all FDA regulatory requirements, and, if necessary, a corrective action plan has been implemented.

**Funding restrictions:**

These awards may only be used for advancing conformance with the Retail Standards and other projects that support the intended outcomes of the cooperative agreement program.

Allowable costs include:

- 1) Audiovisual materials such as videotapes, DVDs, public service announcements, etc.
- 2) Consultant services
- 3) Employee salaries, wages and fringe benefits
- 4) Rental, purchasing, calibration, and maintenance of supplies and equipment
- 5) Indirect costs
- 6) Recruitment costs for hiring new employees
- 7) Registration fees
- 8) Purchase or development of IT equipment, software, and support
- 9) Shipping and mailing of equipment and supplies
- 10) Travel
- 11) Speaker fees
- 12) Subcontracting to third parties (other than local/county/tribal agencies) is allowed but limited to 10% of each year's award.

**Non-allowable costs:**

- 1) Facilities, work, and training reimbursed under other funding mechanisms must remain distinct and separate from the cooperative agreement. The State must be able to account separately for fund expenditures, including employee salaries, wages, and benefits, under the food safety inspection contracts and other funding mechanisms and these cooperative agreements.
- 2) Vehicle purchases are not permitted.
- 3) Cooperative agreement funds may not be utilized for new building construction; however, remodeling of existing facilities is allowed, provided that remodeling costs do not exceed 10% of the grant award amount.
- 4) Please also refer to the HHS Grants Policy Statement for additional information regarding costs.

**Reporting requirements:**

When multiple years are involved, awardees will be required to submit the Non-Competing Continuation Grant Progress Report (PHS 2590) annually and financial statements as required in the HHS Grants Policy Statement.

A final progress report, invention statement, and the expenditure data portion of the Federal Financial Report are required for closeout of an award, as described in the HHS Grants Policy Statement.

The Federal Funding Accountability and Transparency Act of 2006 (Transparency Act), includes a requirement for awardees of Federal grants to report information about first-tier subawards and executive compensation under Federal assistance awards issued in FY2011 or later. All awardees of applicable HHS grants and cooperative agreements are required to report to the Federal Subaward Reporting System (FSRS) available at [www.fsrs.gov](http://www.fsrs.gov) on all subawards over \$25,000. See the HHS Grants Policy Statement for additional information on this reporting requirement.

Mid-year progress reports must contain the elements below as applicable to their proposal and award, but are not limited to, the following:

1. Detailed progress report on the grantee meeting the project milestones identified in the proposal.
2. Status report on the hiring and training of food program personnel
3. Status report on the operational readiness of equipment, supplies, software, and other purchases using cooperative agreement funds.
4. Certification of current appropriation funding levels for the retail food regulatory program.
5. A strategic plan that accurately reflects when specific objectives and tasks have been, or will be, completed and/or implemented and when new objectives and tasks are identified to advance conformance with the Retail Program Standards. The strategic plan should include timeframes, responsible personnel, and other required resources.
6. Description of program improvements in achieving conformance with the Retail Program Standards and promoting more effective control of foodborne illness risk factors in.
7. Cooperative agreement project point of contact (including mailing address, telephone number, and email address) and designation of key personnel working on project.
8. Estimated unobligated balance, funds expended, and funds remaining on this project.
9. Any pending issues, concerns, or challenges encountered in accomplishing the planned work. Provide corrective actions and proposed solutions. Identify any additional support that can be provided by FDA.

The final program progress report must provide full written documentation of the entire project and summaries of accomplishments and goals, as described in the grant application. The documentation must be in a form and contain sufficient detail such that other agencies could reproduce the final project. The final program progress report should also detail the strategy to continue advancing conformance with the Retail Program Standards (current and future versions).

#### Monitoring Activities:

The ORA Project Officer and Technical Advisor will monitor award recipients periodically. The monitoring may be in the form of face-to-face meetings, telephone conversations, e-mails, or written correspondence between the project officer/grants management officer and the principal investigator. Periodic site visits with officials of the recipient organization will occur, including program assessments and audits. The results of these monitoring activities will be recorded in the official cooperative agreement file and will be made available to the grant recipient, upon request, consistent with applicable disclosure statutes and FDA disclosure regulations. Also, the grantee organization must comply with all special terms and conditions of the cooperative agreement, including those which state that future funding of the project will depend on recommendations from the Project Officer and Technical Advisor.

The scope of the recommendation will confirm that:

(1) There has been acceptable progress on the project; (2) there is continued compliance with all FDA regulatory requirements; and (3) if necessary, there is an indication that corrective action has taken place.

All formal correspondence/reports regarding the grant should be signed by an authorized institutional official and the Principal Investigator and should be sent to the attention of the grants management specialist, unless otherwise directed.

Failure to comply with the above stated Standard and Special Terms and Conditions could result in the suspension or termination of this grant project.

THE EXPANDED AUTHORITIES DO NOT APPLY TO THIS GRANT.

Project Officer: Wendy Campbell for inquiries and questions regarding programmatic aspects or concerns: Phone 615-310-0483/E-mail: [Wendy.Campbell@fda.hhs.gov](mailto:Wendy.Campbell@fda.hhs.gov)

Grants Management Specialist: Dan Lukash for inquiries and questions regarding administrative matters or financial concerns: Phone: 301-827-6771/E-mail: [daniel.lukash@fda.hhs.gov](mailto:daniel.lukash@fda.hhs.gov)

Direct inquiries regarding scientific programmatic issues to the official listed below.

Direct inquiries regarding fiscal and/or administrative matters to the grants management specialist listed below.

All formal correspondence/reports regarding the grant should be signed by an authorized institutional official and the Principal Investigator and should be sent to the attention of the grants management specialist, unless otherwise explicitly directed.

**STAFF CONTACTS**

**Grants Management Specialist:** Daniel Lukash

**SPREADSHEET SUMMARY**

**GRANT NUMBER:** 1U18FD004668-01

**INSTITUTION:** COUNTY OF WASHOE

<b>Budget</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>
Salaries and Wages	\$63,000				
Personnel Costs (Subtotal)	\$63,000				
TOTAL FEDERAL DC	\$63,000	\$63,000	\$63,000	\$63,000	\$63,000
TOTAL FEDERAL F&A	\$6,300	\$6,300	\$6,300	\$6,300	\$6,300
TOTAL COST	\$69,300	\$69,300	\$69,300	\$69,300	\$69,300



AGENCY: Food & Drug Administration		DATE 8/27/2012	
		14. CENTER/PROGRAM ORA	
2. LIST NUMBER FD 004668 - 01		3. APPROPRIATION NUMBER 75120600 28992NVRPS24668	
4. CAN* 6990928		5. PMS CODE* 22390B40	
8. OBJECT CLASS 41.41		7. TYPE OF AWARD New	
8. GRANT NUMBER I U18 FD 004668 - 01		9. DOCUMENT NUMBER UFD004668A	10. EIN NUMBER 1886000138A1
11. RECIPIENT OF AWARD Tony Macaluso Washoe County Health District PO Box 11130 Reno, NV 89520			
12. PROJECT PERIOD 9/10/2012 - 6/30/2017		13. BUDGET PERIOD 9/10/2012 - 6/30/2013	
14. APPROVED FOR OBLIGATION  DIRECT: \$ 63,000    INDIRECT: \$6,300    FEE: N/A    TOTAL: \$69,300			
15. SPECIAL CONDITIONS			
16. REMARKS  PLEASE NOTE:  Please scan the signed document/approval list and email to <a href="mailto:daniel.lukash@fda.hhs.gov">daniel.lukash@fda.hhs.gov</a>			
17. PROJECT OFFICER Wendy Campbell <i>Wendy Campbell</i>		18. CENTER/OFFICE Funds Available: <i>Soma Bhattacharya</i>	
19. APPROVED BY DIRECTOR, (or Individual with Delegated Authority) <i>Michelle Berger</i> , Director, ORA/ORM/DMO <i>Michelle Berger</i>			
20. APPROVED BY DIRECTOR, OFFICE OF FINANCIAL MANAGEMENT			
21. CERTIFICATION OF Chief GRANTS MANAGEMENT OFFICER, OAGS and/or Grants Management Officer <i>Kimberly...</i> 9/7/2012			



# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



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

DATE: March 28, 2013

TO: District Board of Health

FROM: Kevin Dick, Director  
Air Quality Management Division

SUBJECT: Truckee Meadows Regional Plan Annual Report

Agenda Item: 8.D.

### Staff Recommendation

Accept the Air Quality Management Division portion of the Truckee Meadows Regional Plan Annual Report.

### Background

The requirements for regional plan annual reporting are drawn from the Nevada Revised Statutes. The statutes require each local planning commission responsible for the preparation of a city or county master plan and each affected entity to prepare and submit to the regional planning commission and the governing board a complete report on progress to implement the Regional Plan by April 1 of each year.

This attached report summarizes the progress made in 2012 by the Washoe County Health District, Air Quality Management Division to implement the Regional Plan. It also includes a section on ongoing 2012 projects or policies scheduled to be completed early 2013 and projects or policies that are planned to begin early 2013 that further or assist in carrying out the Regional Plan.

Kevin Dick, Division Director  
Air Quality Management Division

2012 Regional Plan Annual Report  
Washoe County Health District - Air Quality Management Division  
(Reporting Period: January - December 2012)

B.7 NATURAL RESOURCE MANAGEMENT, Air Quality

In 2012, there were two exceedances of the 8-hour ozone National Ambient Air Quality Standards (NAAQS) and no exceedances of the 24-hour PM<sub>2.5</sub> NAAQS. There were no exceedances of any other criteria air pollutant. In December 2012, EPA strengthened the health-based annual PM<sub>2.5</sub> NAAQS by lowering the standard from 15 ug/m<sup>3</sup> to 12 ug/m<sup>3</sup>. All areas of Washoe County currently meet the new revised standard.

In November 2012, the Washoe County District Board of Health adopted the 2011 periodic emissions inventory. Updating the inventory every three years is a required element of the ozone, PM<sub>10</sub>, and carbon monoxide State Implementation Plans (SIP). Inventories are a comprehensive accounting of all sources of air pollutant emissions in the county. They are the foundation for developing control strategies in order to maintain attainment of the NAAQS. They are also used to measure the progress of existing programs such as the motor vehicle inspection/maintenance and residential wood burning programs. Inventories also used to establish Motor Vehicle Emission Budgets that ensure long and short-range transportation plans will conform to air quality SIPs.

Transportation-related emissions are a significant source of air pollutants in Washoe County. The Washoe County Health District - Air Quality Management Division (WCHD-AQMD) actively participated on the Regional Transportation Commission's Technical Advisory Committee and the 2035 Regional Transportation Plan (RTP) Agency Working Group to support cleaner transportation options such as ride sharing, improved bikeways and pedestrian facilities, and an expanded public transportation network.

The WCHD-AQMD participates in the statewide Nevada Electric Vehicle Accelerator (NEVA, formerly known as the Electric Vehicle Infrastructure Readiness Task Force) to develop charging infrastructure to support the adoption and use of electric vehicles in the state. WCHD-AQMD implemented a project with funding from EPA to purchase an electric vehicle (EV) for use by Health District staff, and install two EV charging stations at the Washoe County Complex.

The charging station was opened in October 2012 and as an introductory incentive, the stations were available free to public during normal business hours. The stations are part of the ChargePoint Network and the initial infrastructure network being developed through NEVA. The Nissan Leaf purchased through the project replaces a gasoline powered vehicle used in the WCHD-AQMD fleet, and is used to promote EVs to the public. Increased adoption of electric vehicles has the potential to reduce emissions of ozone precursors in the Truckee Meadows and increase utilization of available geothermal power base load.

The WCHD-AQMD established a project with the University of Nevada, Business Environmental Program to work with local fleets to assist them in efforts to improve fuel efficiency and reduce vehicle emissions. The project is being conducted in conjunction with the local chapter of the Rocky Mountain Fleet Managers Association. Funding for the project was provided through June 2013 through a grant AQMD received from the DMV Excess Reserve account.

The WCHD-AQMD was an active member of the Bike to Work Week, Walk to School, and Safe Routes to Schools committees. Approximately 800 riders, dozens of schools, and hundreds of students participated in the 2012 events to help reduce vehicle trips, vehicle miles traveled, and air pollutant emissions. Additional benefits included improved physical health, decreased traffic congestion, and lower commute costs.

Improving energy efficiency in buildings reduces energy consumption and air pollutant emissions. The WCHD-AQMD continued to participate in green building initiatives such as HomeFree Nevada (EPA's Home Performance with Energy Star sponsor for Nevada), and the Nevada State Office of Energy, EnergyFit Nevada Campaign. Homeowners are eligible for significant rebates and audit discounts for conducting an energy audit and retrofit that achieves 15% or more energy savings through the HomeFree Nevada program. An additional benefit of green building design and retrofits is the opportunity to improve indoor air quality and reduce water consumption associated with the buildings and landscaping. Reno, Sparks, and Washoe County each proclaimed EnergyFit Nevada Day in October 2012 and promoted the program to their citizens.

In addition to serving as President of HomeFree Nevada, the WCHD-AQMD Director also participated in the Regional Green Team to coordinate with other local government jurisdictions on energy efficiency, renewable energy, green building and other sustainability approaches and projects.

The Director and staff participated on the Washoe County Green Team to coordinate in a similar fashion at the county government level.

#### F. A GLIMPSE AT 2013

The EPA establishes National Ambient Air Quality Standards (NAAQS) for six criteria pollutants. These NAAQS are required to be reviewed every five years. In late 2013, EPA is expected to propose strengthening of the current 8-hour ozone NAAQS of 75 ppb.

A Transportation Conformity State Implementation Plan (SIP) is being developed to improve interagency coordination. This will ensure that long and short-range transportation plans include an air quality analysis demonstrating conformance with local air quality plans. The federally enforceable SIP outlines the roles and responsibilities of local (WCHD-AQMD, RTC, TMRPA), state (Nevada Department of Transportation, Nevada Division of Environmental Protection), and federal (Federal Transit Administration, Federal Highway Administration, Environmental Protection Agency) stakeholders. The Washoe County District Board of Health is expected to adopt the Transportation Conformity SIP in January 2013, then the SIP will be submitted to EPA in March 2013. The WCHD-AQMD will work with the interagency group to provide air quality

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DBOH Agenda Item No. 8.E.

BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
ACR 2	Assembly Committee on Natural Resources, Agriculture, and Mining	Pending	Encourages board of county commissioners to make available programs for single-stream recycling. (BDR R-119)		<ul style="list-style-type: none"> <li>Priority:</li> <li>Action:</li> <li>Testify:</li> <li>Position:</li> <li>Ordinance:</li> <li>Policy:</li> <li>Fiscal Impact:</li> </ul> <p>Rec'd Req for Eval on 3/18; emailed to Bob and Joe on 3/18</p>
ACR 3	Assembly Committee on Natural Resources, Agriculture, and Mining	Pending	Expresses support for the programs, partnerships, and recycling efforts of the America's Schools Program. (BDR R-122)		<ul style="list-style-type: none"> <li>Priority:</li> <li>Action:</li> <li>Testify:</li> <li>Position:</li> <li>Ordinance:</li> <li>Policy:</li> <li>Fiscal Impact:</li> </ul> <p>Rec'd Req for Eval on 3/18; emailed to Bob and Joe on 3/18</p>
BDR 710			Makes various changes concerning health care facilities that employ nurses. (BDR 40-710)		<ul style="list-style-type: none"> <li>Priority:</li> <li>Action:</li> <li>Testify:</li> <li>Position:</li> <li>Ordinance:</li> <li>Policy:</li> <li>Fiscal Impact: <b>No Impact</b></li> </ul> <p>Rec'd Fiscal Note req; emailed to Steve, Candy, and Stacy on 3/19; due 3/22; submitted 3/19</p>

## 2013 Legislative Activity Report

BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
BDR 743			Revises provisions governing victims of crime. (BDR 16-743)		<ul style="list-style-type: none"> <li>• Priority:</li> <li>• Action:</li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact: <b>No Fiscal Impact</b></li> </ul> <ul style="list-style-type: none"> <li>• Rec'd Req for Fiscal Note; emailed to Steve, Candy, and Stacy on 3/18; due 3/20; returned 3/19</li> </ul>
BDR 40-451			Revises provisions governing sterile syringe access and needlestick prevention.		<ul style="list-style-type: none"> <li>• Priority: <b>High</b></li> <li>• Action: <b>Track</b></li> <li>• Testify: <b>Yes</b></li> <li>• Position: <b>Support</b></li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> </ul> <p>(Dr. Iser is working with Sheriff Haley (S. Kutz))</p>
BDR 40-964			Revises provisions relating to the emissions testing of certain consigned vehicles.		<ul style="list-style-type: none"> <li>• Priority: <b>High</b></li> <li>• Action: <b>Track</b></li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> </ul> <p>Request to support from Dan Musgrove on 2/26 – forwarded to Joe, Kevin, and Dan on 2/26 – Kevin</p>

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BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
BDR 52-1024			Prohibits certain fees relating to credit card transactions. (BDR 52-1024)	Fiscal Impact: FY 12-13 - \$9,794; FY13-14 - \$9,794; FY14-15 - \$9,794; Future Biennia - \$19,588. The Health District does not apply a surcharge or convenience fee to any purpose transaction made by credit or debit card. All bank fees are absorbed by the Health Fund.	<p>responded to Dan on 2/27 that the Health District is not opposed to the language.</p> <ul style="list-style-type: none"> <li>Priority: <b>Low</b></li> <li>Action: <b>Monitor</b></li> <li>Testify: <b>No</b></li> <li>Position: <b>Comment Only</b></li> <li>Ordinance:</li> <li>Policy:</li> <li>Fiscal Impact:</li> </ul> <p>Rec'd Fiscal Note Request on 3/11; Patsy to respond; responded on 3/13</p>
AB 3	Judiciary	Pending	Revises provisions governing the enforcement of the tax on live entertainment. (BDR 41-326)		<ul style="list-style-type: none"> <li>Priority: <b>Low</b></li> <li>Action: <b>Monitor</b></li> <li>Testify: <b>No</b></li> <li>Position: <b>Comment Only</b></li> <li>Ordinance:</li> <li>Policy:</li> <li>Fiscal Impact:</li> </ul>
AB 4	Government Affairs	Pending	Revises certain provisions governing public records and legal notices. (BDR 19-259)		<ul style="list-style-type: none"> <li>Priority: <b>High</b></li> <li>Action: <b>Track</b></li> <li>Testify:</li> <li>Position:</li> <li>Ordinance:</li> <li>Policy:</li> <li>Fiscal Impact:</li> </ul>



## 2013 Legislative Activity Report

BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
AB 28	Not stated	Pending	Revises the definition of "sentinel" event for the purpose of provisions relating to the health and safety of patients at certain medical facilities. (BDR 10-311).		<ul style="list-style-type: none"> <li>• Priority: <b>Low</b></li> <li>• Action: <b>Monitor</b></li> <li>• Testify: <b>No</b></li> <li>• Position: <b>Support</b></li> <li>• Ordinance: <b>No</b></li> <li>• Policy: <b>No</b></li> <li>• Fiscal Impact: <b>No</b></li> </ul> <p>(R. Todd) Legislative Alert on 1/20; Dr. Todd made comments; entered on 1/23/13</p>
AB 31	Government Affairs	Pending	Revises various provisions relating to public records. (BDR 19-211)		<ul style="list-style-type: none"> <li>• Priority: <b>Low</b></li> <li>• Action: <b>Monitor</b></li> <li>• Testify: <b>No</b></li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> </ul>
AB 44	Judiciary	Pending	Requires associations of planned communities to allow the outdoor storage of trash and recycling containers under certain circumstances. (BDR 10-262)		<ul style="list-style-type: none"> <li>• Priority:</li> <li>• Action: <b>Tracking</b></li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> </ul>
AB 65	Government Affairs	Pending	Revises various provisions related to open meetings. (BDR 19-603)	The Open Meeting Law requires that meetings of public bodies be open to the public, with limited exceptions set forth specifically in statute. (NRS 241.020) Section 2 of this bill compiles a list of provisions relating to the applicability of and exceptions and exemptions to the Open Meeting Law currently in existing law. Sections 6 and 8 of this bill make conforming changes. Section 2 also adds an	<ul style="list-style-type: none"> <li>• Priority: <b>High</b></li> <li>• Action: <b>Tracking</b></li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> </ul>

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BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
				<p><b>Background/Analysis/Fiscal Impact</b>                      exemption to the Open Meeting Law for meetings of a committee or subcommittee of a public body when the committee or subcommittee is engaged solely in activities relating to the acquisition of facts for the public body. Section 3 of this bill prohibits a member of a public body from designating a person to attend a meeting of the public body in the place of the member unless members of the public body are expressly authorized to do so by the constitutional provision, statute, ordinance, resolution or other legal authority that created the public body. Section 3 also requires that any such designation be made in writing, deems any person so designated to be a member of the public body for purposes of determining a quorum at the meeting and entitles such a person to exercise the same powers as the regular members of the public body at the meeting. Any action taken by a public body in violation of the Open Meeting Law is void. (NRS 241.036) Under existing law, the Attorney General is required to investigate and prosecute any violation of the Open Meeting Law. (NRS 241.039) Existing law authorizes the Attorney General or a member of the public to sue a public body: (1) within 60 days after an alleged violation to have an action by the public body declared void; or (2) within 120 days after an alleged violation to require the public body to comply with the Open Meeting Law. (NRS 241.037) Section 4 of this bill provides that if a public body takes certain corrective action within 30 days after an alleged violation, the Attorney General may decide not to commence prosecution of the alleged violation if the Attorney General determines that foregoing prosecution would be in the best interests of the</p>	<p><b>Recommendation &amp; Staff Assignment</b>                      Hearing: 3/13 @ 9:00 AM</p>

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BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
				<p>public. Section 4 also extends by 30 days the deadline by which lawsuits to enforce the Open Meeting Law may be filed by the Attorney General in the context of corrective action. Section 4 further provides that any action taken by a public body to correct an alleged violation of the Open Meeting Law is effective prospectively only. With certain exceptions, a public body is required to comply with the Open Meeting Law when a quorum of its members is present to deliberate toward a decision or take action on a matter over which the public body has supervision, control, jurisdiction or advisory power. (NRS 241.015) Section 6 of this bill defines "deliberate" for purposes of this requirement to mean examining, weighing and reflecting on the reasons for or against an action and includes collective discussion and the collective acquisition or the exchange of facts preliminary to the ultimate decision. Section 6 also clarifies that a quorum of members may be present in person or by means of electronic communication. Under the Open Meeting Law, a public body is required, upon request and at no charge, to provide a copy of an agenda for the meeting, any proposed ordinance or regulation to be discussed at the meeting, and other supporting material, with certain exceptions, provided to members of the public body for an item on the agenda. (NRS 241.020) Section 7 of this bill requires that a public body include on the notice for a meeting: (1) the name and contact information for the person designated by the public body from whom a member of the public may request the supporting material for a meeting; and (2) a list of the locations where the supporting material is available to the public. Section 7 also requires</p>	

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BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
AB 69	Senate Committee on Health and Human Services	Pending	Requires a crematory for human remains to be located in a certain area. (BDR 40-25)	the governing body of a city or county whose population is 40,000 or more (currently Clark, Douglas, Elko, Lyon, Nye and Washoe Counties and the cities of Carson City, Henderson, Las Vegas, North Las Vegas, Reno and Sparks) to post the supporting material to its website not later than the time at which the material is provided to the members of the public body. Section 7 also authorizes such a public body to provide the supporting material via a link to the posting on its website to a person who has requested to receive the material by electronic mail if the person so agrees. ☐	<ul style="list-style-type: none"> <li>• Position: <b>No Interest</b></li> <li>Legislative Alert on 1/18; Kevin said we are neutral; entered "No Interest" on 1/23/13</li> </ul>
AB 109	Assemblyman David Bobzien	Pending	Revises the qualifications and training required for certain persons who operate or are employed by a child care facility.	This bill covers requirements outside of our jurisdiction. We have no issues either way.	<ul style="list-style-type: none"> <li>• Priority: <b>Low</b></li> <li>• Action: <b>Monitor</b></li> <li>• Testify: <b>No</b></li> <li>• Position: <b>Comment Only</b></li> <li>• Ordinance: <b>Uncertain</b></li> <li>• Policy: <b>Uncertain</b></li> <li>• Fiscal Impact:</li> <li>• Rec'd Request for Comments on 2/14; forwarded to Bob and Joe on 2/14;</li> <li>• rec'd Bob's Comments 2/20; Input on 2/20</li> </ul>

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BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
AB 122	Assemblyman Munford	Pending	Imposes a fee on sales by fast-food businesses of certain items of prepared food.		<ul style="list-style-type: none"> <li>Priority:</li> <li>Action:</li> <li>Testify:</li> <li>Position:</li> <li>Ordinance:</li> <li>Policy:</li> <li>Fiscal Impact:</li> </ul>
AB 126	Assemblywoman Lucy Flores Co-Sponsor(s): Assemblyman Paul Aizley Assemblyman David Bobzien Assemblyman Andy Eisen Assemblyman James Healey Senator Justin Jones Senator Joyce Woodhouse	Pending	<p>Requires the disclosure of certain nutritional information in certain chain restaurants.</p> <p>Bill requires food facilities that are a chain of 10 or more nationally to post certain nutritional facts for food served or sold in their facility. They would have to follow the same federal requirements that chains of 20 or more would have to follow. In addition it requires Health jurisdictions to enforce the federal requirements on all facilities that are chains greater than 10 nationally.</p>	<p>Under federal law, a restaurant or similar retail food establishment that: (1) is part of a chain with 20 or more locations doing business under the same name and offering for sale substantially the same menu items; or (2) elects to be subject to the disclosure requirements, is required to disclose certain nutritional information about the menu items offered for sale by the restaurant or establishment. (21 U.S.C. §343(q)(5)(H)) Section 1 of this bill requires the owner or operator of any restaurant or similar retail food establishment that is part of a chain with 10 or more locations doing business within this State to disclose the same nutritional information that federal law requires a chain with 20 or more locations to disclose. Section 2 of this bill provides a penalty for the owner or operator of any restaurant or similar retail food establishment who fails to make the required disclosure of nutritional information.</p> <p>It is very difficult to determine the full impacts of this bill on our agency because the federal regulations that we would have to enforce are not in a finalized form yet. We are estimating it will take one to two additional Environmentalists to implement and enforce this law on an ongoing basis. It will increase inspection times and create a new area of complaints that we will have to investigate.</p>	<ul style="list-style-type: none"> <li>Priority: <b>High</b></li> <li>Action: <b>Track</b></li> <li>Testify: <b>Yes (Sack, Iser, McNinch, Macaluso)</b></li> <li>Position: <b>Comment Only – CCHS Supports</b></li> <li>Ordinance: <b>Uncertain</b></li> <li>Policy: <b>Yes</b></li> <li>Fiscal Impact: <b>Yes (B. Sack)</b></li> <li>Legislative Alert on 2/15; Forwarded to Bob and Joe; comments input</li> <li>Hearing on AB 126 on 3/6/2013 @ 1:30 PM, Rm 3138</li> </ul>

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BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
AB 137	Assembly Committee on Education	Pending Concurrent Committees on Education and Ways and Means (Vetoed by Governor in 2011 after session ended)	Revises provisions governing programs of nutrition in public schools (BDR 34-191).	<p>We estimate that we will have to add two additional Environmentalists at a cost of ~\$200,000 in order to enforce the proposed law. This bill gives us oversight of nutritional labeling in chain facilities that are regulated under Federal Law and also apply Federal Law to a group of facilities that are not regulated under Federal Law.</p> <p><u>Analysis.</u> This bill would require all NV school districts to provide breakfast in the schools in accordance with Provision 2 set forth in 7 C.F.R. 245.9 (lower income schools). Research shows that a healthy breakfast for children can improve test scores, school attendance, diet quality, and overall health<sup>1</sup>. According to Geri Casey, Assistant Director at ARAMARK, the Nutrition Services Provider for WCSD, this bill would not change current practice for WCSD. There are currently 20 WCSD schools that participate in the breakfast program. All that are currently eligible participate. The Department of Education conducts audits and reports are provided in compliance with the timelines proposed in this bill. The location of where breakfast is served is also in compliance with this bill. Therefore, this bill would not impact the health of Washoe County children.</p> <p><u>History:</u> This bill was passed by the legislature in 2011 and vetoed by the Governor after the conclusion of the session. Upon reviewing the committee minutes from 2011 both WCSD and CCSD were in support of the final language of this bill.</p> <p><sup>1</sup>American Association of School Administrators.</p>	<ul style="list-style-type: none"> <li>• Priority: Low</li> <li>• Action: <b>Monitor</b></li> <li>• Testify: No</li> <li>• Position: <b>Support</b></li> <li>• Ordinance: No</li> <li>• Policy: No</li> <li>• Fiscal Impact: No (E. Dixon)</li> </ul> <p>Legislative Alert on 2/5; Erin made comments; entered on 2/5/13</p>

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BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
AB 139	Assemblyman Skip Daly	Pending	Revises provisions relating to the state business portal (BDR 7-127)	<p><b>Background/Analysis/Fiscal Impact</b></p> <p>Requires Health District to utilize State Portal business license information in permitting, to provide online permitting, and integrate with the State Portal by 01/01/14.</p> <p>Remove mandate. Make the goal the use of online permitting and integration with the State Portal. Integrate State permits prior to local mandate.</p> <p>The Washoe County Health District does not currently have the capacity for online permitting. The January 1, 2014 effective date for online permitting and integration with the State portal is not feasible. It is not clear how "integration" with the portal is defined. The Health District does not have sufficient information on the portal to know whether such integration is feasible with online permitting software application which might be used for online permitting by the Health District.</p> <p>Utilization of business information from the State portal may require modification of permitting software currently utilized by the HD. This software is no longer being actively supported and would divert the health district from efforts to provide online permitting capabilities.</p> <p>The ability to integrate with the State Portal by State agencies that perform permitting activities similar to the Health District has not yet been demonstrated. The bill should be amended to remove a mandated deadline for integration with the State Portal or utilization of portal business license information. This might be established as a goal but no mandate should be established for local health districts until the</p>	<p><b>Recommendation &amp; Staff Assignment</b></p> <ul style="list-style-type: none"> <li>• Priority: <b>HIGH</b></li> <li>• Action: <b>TRACK</b></li> <li>• Testify: <b>YES (Sack, Dick, or Iser)</b></li> <li>• Position: <b>Support if Amended</b></li> <li>• Ordinance: <b>Unknown</b></li> <li>• Policy: <b>Yes</b></li> <li>• Fiscal Impact: <b>Yes</b></li> </ul> <p>(Bob and Kevin)</p> <ul style="list-style-type: none"> <li>• County requested Fiscal Note on 2/14; <b>deadline 2/20</b>; forwarded to DDs on 2/14; cancelled on 2/15 and then re requested with a new due date of 2/22/2013.</li> <li>• Request for Evaluation 2/19/2013; forwarded to Bob; Kevin; and Paula on 2/19 @ 10:50 am Rec'd and input comments on 2/20</li> <li>• Hearing scheduled for 8:00 am on 2/21 room 3143; emailed Bob, Kevin, Joe, and Paula.</li> </ul>

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BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
				<p>State has demonstrated the capability to perform this function with their agencies that perform similar functions.</p> <p>Amend to remove mandated deadline. Establish a goal of local agency and health district utilization of state portal business license information and of online permitting and integration with the State Portal. Achieve similar State agency permitting integration prior to health district mandate.</p> <p><b>FY 12/13 - \$800,000; FY 13/14 - \$1.041 Million; FY 14/15 - \$240,200; Future Biennia - \$240,200</b></p> <p><b>Fiscal Note:</b> Washoe County Health District does not currently have the capability to provide on-line access and submission of its business license applications. Washoe County has released an RFP for a vendor to supply internet capable software, and the acquisition and maintenance costs reflect the top end bid proposal. Printing costs reflect the modifications to and printing of new permit applications to include the State business identification number. There are no cost estimates for the new software system to integrate the County's application with the State business portal or to use the state business portal to collect common business registration information and to retrieve that information into the County's database. There are also no cost estimates for integrating the State business identification number in the existing Health District permitting software which is no longer actively supported as the new software system is pursued.</p>	



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BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
AB 150	Daly, Kirkpatrick, Bobzien, Benitez-Thompson, Bustamante Adams, Carlton, Healey, Ohrenschall, Pierce, Sprinkle, Smith	Pending	Provides for the legislative review of governmental agencies to promote governmental oversight and accountability.		<ul style="list-style-type: none"> <li>Priority:</li> <li>Action: <b>Monitor</b></li> <li>Testify:</li> <li>Position:</li> <li>Ordinance:</li> <li>Policy:</li> <li>Fiscal Impact:</li> </ul> <p>Rec'd Req for Eval on 2/21; forwarded to DDs 2/21</p>
AB 154	Eisen, Frierson, Benitez-Thompson, Carrillo, Dondero Loop, Flores, Healey, Jones, Hardy	Pending	Revises provisions concerning child death review teams. (BDR 38-611)  Currently two oversight committees at the state level review the findings of child death reviews of children 0-18 years of age conducted by local teams in Nevada. The administrative team reviews reports and recommendations, while the Executive Committee and the director or authorized representative of an agency which provides child welfare services are authorized to appoint the multidisciplinary teams. The bill names participants of the administrative team as administrators of agencies providing child welfare services, and responsible for vital statistics, public health, mental health and public safety.	Simply an efficiency at the state oversight level for child death review teams – a good idea.	<ul style="list-style-type: none"> <li>Priority: <b>Low</b></li> <li>Action: <b>Monitor</b></li> <li>Testify: <b>Yes (Candy Hunter)</b></li> <li>Position: <b>Support As Is</b></li> <li>Ordinance: <b>Uncertain</b></li> <li>Policy: <b>At the State level</b></li> <li>Fiscal Impact:</li> </ul> <p>Rec'd Req for Eval on 2/21; forwarded to DDs 2/21</p> <p>Hearing set for 3/13 @ 1:30 pm; notified Steve and Candy</p>

# 2013 Legislative Activity Report

DBOH Agenda Item No. 8.E.

BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
AB 155	Eisen, Frierson, Benitez-Thompson, Carrillo, Dondero Loop, Duncan, Flores, Healey, Kirkpatrick, Oscarson, Jones, Hardy		<p>Revises provisions governing reports of the abuse or neglect of a child (BDR 38-610).</p> <p>AB155 revises provisions related to reporting child abuse or neglect by changing the manner in which they are specified in law, and requiring notification of those persons of their duty as mandated reporters. Those persons will also be required to provide written acknowledgement of the information received. A licensing board or employers (when no licensure, certification or endorsement in Nevada is required) will be responsible for informing the person and maintaining a copy of the acknowledgement or record. The Legislative Committee on Health Care reviews any future NRS chapters requiring licenses, permits or certificates to persons providing health care to determine if inclusion as a mandated reporter is necessary under Chapter 432B.</p> <p>Additional provisions include an exception from reporting for attorneys if they acquired knowledge of abuse or neglect from a client who is the victim and who is in foster care unless the child agrees to the report. Additional sanctions are written for subsequent violations to be punishable as a gross misdemeanor. Finally, the "Safe Haven Law" allowing infants not more than 30 days old to be</p>	<p>Change statute regarding provisions of reporting child abuse and neglect, requires licensing boards and/or employers to inform persons of mandatory reporting requirement, receive written acknowledgement from employee and maintain records, adds volunteer fire departments to Safe Haven Law as provider of emergency services.</p> <p>AB 155 seeks increased awareness and responsibility for reporting suspected child abuse and neglect by persons who may identify children who are victims in their work. By placing additional requirements on licensing boards and employers for staff in "medical facilities," the bill would ensure training and acknowledgement of this responsibility. It further allows children to prevent reporting by attorneys who represent them and allows volunteer fire departments to accept infants no greater than 30 days of life from parent who voluntarily relinquish them to a "Safe Haven."</p> <p>The Health District does not appear to fall under the definition of a medical facility although it's not clear if the bill includes all medical facilities (see proposed language below), or only those listed in NRS449.0151 "Medical facility" defined:</p> <p><b>NRS 449.0151 "Medical facility" defined.</b>  "Medical facility" includes:</p> <ol style="list-style-type: none"> <li>1. A surgical center for ambulatory patients;</li> <li>2. An obstetric center;</li> <li>3. An independent center for emergency medical care;</li> <li>4. An agency to provide nursing in the</li> </ol>	<ul style="list-style-type: none"> <li>• Priority: <b>High</b></li> <li>• Action: <b>Track</b></li> <li>• Testify: <b>Yes (Candy Hunter)</b></li> <li>• Position: <b>Support</b></li> <li>• Ordinance: <b>Uncertain</b></li> <li>• Policy: <b>Yes</b></li> <li>• Fiscal Impact:</li> </ul> <p>Candy said will impact Health District, but is necessary.</p> <p>The impact to the County (at a minimum the Health District, Washoe County Social Services) will be the requirement to comply with the licensing body's policy, ensuring that the Board of Medical Examiners and Nevada State Board of Nursing conducted the information sharing and acknowledgement.</p> <p>Additionally, for non licensed, certified or endorsed personnel providing care to children, the Washoe County Human Resources Representatives in affected departments would be required to inform employees of their duty, obtain a written acknowledgement of the information, and maintain</p>

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BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
			<p>voluntarily left with a provider of emergency services expands the definition to include a volunteer fire department and any ambulance service holding a permit issued in Nevada.</p>	<p>home;</p> <ol style="list-style-type: none"> <li>5. A facility for intermediate care;</li> <li>6. A facility for skilled nursing;</li> <li>7. A facility for hospice care;</li> <li>8. A hospital;</li> <li>9. A psychiatric hospital;</li> <li>10. A facility for the treatment of irreversible renal disease;</li> <li>11. A rural clinic;</li> <li>12. A nursing pool;</li> <li>13. A facility for modified medical detoxification;</li> <li>14. A facility for refractive surgery;</li> <li>15. A mobile unit; and</li> <li>16. A community triage center.</li> </ol> <p><u>Proposed Text:</u></p> <p>18 (b) Any personnel of a [hospital or similar institution] <i>medical</i></p> <p>19 <i>facility licensed pursuant to chapter 449 of NRS who are engaged</i></p> <p>20 in the admission, examination, care or treatment of persons or an</p> <p>21 administrator, manager or other person in charge of [a hospital or</p> <p>22 similar institution] <i>such a medical facility</i></p> <p>upon notification of</p> <p>23 suspected abuse or neglect of a child by a member of the staff of the</p> <p>24 [hospital.] <i>medical facility.</i></p> <p>Although local health districts, social services agencies, juvenile detention, law enforcement, etc. are not specified in Chapter 449 as a "medical facility," many Washoe County employees fall within the purview of this law as a mandated reporter as in (f) and (j) below:</p>	<p>copies. Training would be required, with an anticipated length of 1-2 hours to provide an adequate curriculum.</p> <p>Hearing on 3/13/13 @ 1:30 PM; notified Candy and Steve</p>

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BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
AB 157	Wheeler, Kirkpatrick, Ellison, Fiore, Martin, Oscarson, Woodbury, Goicoechea, Gustavson, Settelmeyer	Pending	Revises provisions relating to water furnished by a municipal water system for domestic use in certain counties.	<p>(f) Any person who maintains or is employed by a facility or 33 establishment that provides care for children, children's camp or 34 other public or private facility, institution or agency furnishing care 35 to a child.</p> <p>1 (j) Any person who maintains, is employed by or serves as a</p> <p>2 volunteer for an agency or service which advises persons regarding</p> <p>3 abuse or neglect of a child and refers them to persons and agencies</p> <p>4 where their requests and needs can be met.</p> <p>This bill has some things that we would be concerned with if it applied to our jurisdiction but it specifically excludes Clark and Washoe County, so we do not have any comment</p>	<ul style="list-style-type: none"> <li>• Priority:</li> <li>• Action: <b>Monitor Only</b></li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> <li>• Rec'd Request for Eval – Forwarded to Bob on 2/27; Bob responded and input on 3/1</li> </ul>
AB 158			Revises provisions governing the Advisory Council on the State Program for Fitness and Wellness. (BDR 40-455)		<ul style="list-style-type: none"> <li>• Priority:</li> <li>• Action: <b>No Interest</b></li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> <li>• Rec'd Request for Eval – Forwarded to Steve; Steve said no need to track</li> </ul>

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BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
AB 166	Assembly Committee on Transportation	Pending	<p>Revises requirements for the registration of a vehicle that is driven in Nevada by a nonresident who works in Nevada. (BDR 43-707).</p> <p>Requiring vehicles to meet emissions control requirements based on location of employment vs. residence is supported.</p>	<p><b>Evaluation:</b> The Bill would require nonresidents who employed in the state and operate a motor vehicle on State highways to register the vehicle in Nevada (\$150/yr.) and requires proof the vehicle has been tested for emissions in the state of residence or else requires the vehicle to comply with NV emissions testing law. The improvement of air emissions control achieved by this legislation is expected to be small. However, the bill sets a positive precedent of requiring emissions testing based on location of employment. This would provide a precedent for possible future testing of vehicles of people that are employed in Washoe County and reside in other Nevada counties.</p>	<ul style="list-style-type: none"> <li>• <b>Priority: Low</b></li> <li>• <b>Action: Tracking</b></li> <li>• <b>Testify: No</b></li> <li>• <b>Position: Support As Is</b></li> <li>• <b>Ordinance: No</b></li> <li>• <b>Policy: No</b></li> <li>• <b>Fiscal Impact:</b></li> </ul> <p>Rec'd Request for Eval                      – Forwarded to DDs on 2/26/13; Kevin responded on 3/5; input on 3/6</p> <p>Hearing on 3/14 at 3:15 pm</p>
AB 167	Assembly Committee on Transportation	Pending	<p>Revises requirements for the registration of certain vehicles</p> <p>Requiring vehicles owned by nonresidents to meet emissions control requirements if used in Nevada for the business of the owner.</p>	<p><b>Evaluation:</b> The Bill would require nonresident owners of vehicles that are used for business purposes in Nevada to register the vehicle in Nevada (at fixed cost) and requires proof the vehicle has been tested for emissions in the state of residence of the owner or else requires the vehicle to comply with NV emissions testing law. The improvement of air emissions control achieved by this legislation is expected to be small. However, the bill sets a positive precedent of requiring emissions testing based on location of vehicle use. This would provide a precedent for possible future testing of vehicles of owners that are not residents of Washoe County but are used for business purposes in Washoe County.</p>	<ul style="list-style-type: none"> <li>• <b>Priority: Low</b></li> <li>• <b>Action: Tracking</b></li> <li>• <b>Testify: No</b></li> <li>• <b>Position: Support As Is</b></li> <li>• <b>Ordinance: No</b></li> <li>• <b>Policy: No</b></li> <li>• <b>Fiscal Impact:</b></li> </ul> <p>Rec'd Request for Eval                      – Forwarded to DDs on 2/26/13; Kevin responded on 3/6; input on 3/7</p> <p>Hearing on 3/14 @ 3:15 pm</p>

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DBOH Agenda Item No. 8.E.

BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
AB 168			Requires the membership of each county advisory board to manage wildlife to include one qualified member who represents the interests of the general public.		<ul style="list-style-type: none"> <li>• Priority:</li> <li>• Action: <b>No Interest</b></li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> </ul> <p>Rec'd Request for Eval                      – Forwarded to DDs on 2/26/13; Bob replied 2/27</p>
AB 176	Assemblyman Richard Carrillo	Pending	Revises provisions relating to the emissions testing of certain consigned vehicles. (BDR 40-964)  Removes requirement for emissions testing of vehicles prior to sale at consignment auctions and places testing requirement on buyer prior to registration.	Evaluation: Bill relieves vehicle consignment auctioneers, for live auctions with auctioneers verbally calling for and accepting bids, from emissions testing requirements for the vehicles prior to sale when certain conditions are met. Emissions testing is required of buyer prior to vehicle registration.	<ul style="list-style-type: none"> <li>• Priority: <b>Low</b></li> <li>• Action: <b>Tracking</b></li> <li>• Testify: <b>No</b></li> <li>• Position: <b>Not Opposed;</b></li> <li>• <b>Neutral</b></li> <li>• Ordinance: <b>No</b></li> <li>• Policy: <b>No</b></li> <li>• Fiscal Impact:</li> </ul> <p>Hearing set for 3/12/2013 at 3:15 pm.</p> <p>Rec'd Request for Eval                      – Forwarded to DDs on 2/28/13; Kevin replied on 3/6; input on 3/7.</p>

## 2013 Legislative Activity Report

BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
AB 177	Assembly Committee on Transportation	Pending	Revises provisions governing the use of safety belts in taxicabs. (BDR 43-994)	<p>We should avoid taking a position and our comment could be...</p> <p><i>According to the World Health Organization seat belts have been credited with saving more than one million lives, and is widely considered among the most cost-effective public health interventions. The Washoe County Health District supports the use of seat belts and encourages all of Nevada's residents and guests to use proper seatbelts when traveling in private vehicles or taxi cabs.</i></p>	<ul style="list-style-type: none"> <li>• Priority: Low</li> <li>• Action: Tracking</li> <li>• Testify: No</li> <li>• Position: Comment Only</li> <li>• Ordinance: No</li> <li>• Policy: No</li> <li>• Fiscal Impact: Rec'd Request for Eval – Forwarded to DDOs on 2/28/13</li> </ul>
AB 200	Assemblyman Crescent Hardy	Pending	Revises provisions relating to food establishments. (BDR 40-129)	In negotiations. – Attending Hearings	<ul style="list-style-type: none"> <li>• Priority: High</li> <li>• Action:</li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> </ul> <p>Rec'd request for evaluation on 3/5/2013; forwarded to Bob on 3/5;</p> <p>Hearing scheduled for 3/20 @ 1:30 pm; Room 3138</p>
AB 215	Assemblyman James Ohrenschall	Pending	Provides for the collection and application of graywater for a single-family residence. (BDR 40-3)	<p>Allows for graywater sewage disposal systems to be installed without permits.</p> <p>May directly affect us. We already have regulations in place for these and they do require permits, and we would not allow this in areas that are sewered.</p> <p>The bill may or may not apply to Health</p>	<ul style="list-style-type: none"> <li>• Priority: High</li> <li>• Action: Tracking</li> <li>• Testify: Yes (Iser, Sack, Tyre)</li> <li>• Position: Support if Amended</li> <li>• Ordinance: Uncertain</li> <li>• Policy: Uncertain</li> <li>• Fiscal Impact:</li> </ul>

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DBOH Agenda Item No. 8.E.

BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
AB 255			Provides for an audit concerning the use by the Department of Health and Human Services of certain assessments paid by counties to the Department. (BDR S-191)	Districts, depends on interpretation. It appears to allow for graywater systems anywhere, even those on sewer. We look at surface application of sewage as an unsafe disposal method of sewage. This bill allows for that even in an urban environment.	<p><b>Uncertain</b></p> <p>Rec'd request for eval on 3/8 – forwarded to Bob and Paula 3/8; rec'd 3/19; input 3/19</p> <ul style="list-style-type: none"> <li>• Priority: <b>Low</b></li> <li>• Action: <b>Monitor</b></li> <li>• Testify: <b>No</b></li> <li>• Position: <b>Neutral</b></li> <li>• Ordinance: <b>No</b></li> <li>• Policy: <b>NO</b></li> <li>• Fiscal Impact:</li> </ul> <p>Rec'd request for eval on 3/15 – forwarded to DDs on 3/15; entered comments on 3/18</p>
AB 269	Assemblywoman Melissa Woodbury	Pending	Requires the State Environmental Commission to adopt regulations relating to certain disposal sites for solid waste. (BDR 40-773)	Fiscal Impact:	<ul style="list-style-type: none"> <li>• Priority:</li> <li>• Action:</li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> </ul> <ul style="list-style-type: none"> <li>• Rec'd Fiscal Note Request on 3/15; forwarded to Bob on 3/15</li> <li>• Rec'd request for eval on 3/18 – forwarded to Bob, Paula, and Joe on DDs on 3/18</li> </ul>



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BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
AB 316	Assembley Dondero Loop, Sprinkle, and Kirkpatrick	Pending	Revises provisions governing medical records. (BDR 40-233)		<ul style="list-style-type: none"> <li>Priority:</li> <li>Action:</li> <li>Testify:</li> <li>Position:</li> <li>Ordinance:</li> <li>Policy:</li> <li>Fiscal Impact:</li> </ul> <ul style="list-style-type: none"> <li>Rec'd Req for Eval on 3/19; forwarded to Steve, Candy, and Stacy on 3/19</li> </ul>
AB 337	Maggie Carlton	Pending	Encourages public schools to establish and participate in programs that promote the consumption of fresh fruits and vegetables by children.		<ul style="list-style-type: none"> <li>Priority:</li> <li>Action:</li> <li>Testify:</li> <li>Position:</li> <li>Ordinance:</li> <li>Policy:</li> <li>Fiscal Impact:</li> </ul> <ul style="list-style-type: none"> <li>Rec'd Req for Eval on 3/19; forwarded to Steve, Candy, and Stacy on 3/19</li> </ul>
AB 354	Diaz and Bobzien	Pending	Prohibits the use of certain chemicals in various consumer products.		<ul style="list-style-type: none"> <li>Priority:</li> <li>Action:</li> <li>Testify:</li> <li>Position:</li> <li>Ordinance:</li> <li>Policy:</li> <li>Fiscal Impact:</li> </ul> <ul style="list-style-type: none"> <li>Rec'd Req for Eval on 3/19; forwarded to Bob, Paula, and Joe</li> </ul>

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BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
AB 362	Assemblyman Lynn Stewart	Pending	Provides for the establishment of the HIV/AIDS Drug Donation Program. (BDR 40-757)		<ul style="list-style-type: none"> <li>• Priority:</li> <li>• Action:</li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> <li>• Rec'd Req for Eval on 3/19; forwarded to Steve, Candy, and Stacy on 3/19</li> </ul>
AB 374	Bobzien, Kihuen, Smith, Segerblom, Parks	Pending	Revises provisions relating to the authority of a board of county commissioners to regulate certain assemblies, events or activities. (BDR 20-520)		<ul style="list-style-type: none"> <li>• Priority:</li> <li>• Action:</li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> <li>• Rec'd Req for Eval on 3/19; forwarded to Bob, Paula, and Joe</li> <li>• Hearing Scheduled – 3/22 @ 8:00 am</li> </ul>
AB 379	Assemblyman John Ellison	Pending	Revises provisions governing the disposal of abandoned recreational vehicles. (BDR 43-593)		<ul style="list-style-type: none"> <li>• Priority:</li> <li>• Action:</li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> <li>• Rec'd Req for Eval on 3/19; forwarded to Bob, Paula, and Joe</li> </ul>

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BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
SB 4	Health and Human Services	Pending		Revises provisions governing the testing of a person or decedent who may have exposed certain public employers, employees or volunteers to a contagious disease. (BDR 40-265)	<ul style="list-style-type: none"> <li>• Priority:</li> <li>• Action:</li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> </ul> <p>Rec'd notice of committee meeting on 2/23/2013; forwarded to Randy and Joe</p>
SB 53	Health and Human Services	Pending	<p>Revises various provisions relating to vital statistics (BDR 40-312)</p> <p>This bill allows release of birth certificates 125 years after the date of birth and death certificates 50 years after the date of death. It also makes various changes that should only impact the state office of vital records. The bill also modernizes existing language and allows for the use of electronic record keeping that is already largely in place. Finally, the bill allows cases where deaths occur without medical attendance to be referred directly to the coroner's office and shortens the time frame for filing certificates that require implementation of delayed filing procedures.</p>	<p>The bill primarily cleans up and modernizes existing language and should be supported.</p> <p>The Washoe County Vital Records Office will need to change procedures for the release of certificates to be consistent with the new statutory language.</p> <p><u>Senate HHS Committee Recommends Passage on 3/8.</u></p>	<ul style="list-style-type: none"> <li>• Priority: <b>Low</b></li> <li>• Action: <b>Track</b></li> <li>• Testify: <b>No</b></li> <li>• Position: <b>Support</b></li> <li>• Ordinance: <b>No</b></li> <li>• Policy: <b>Yes</b></li> <li>• Fiscal Impact:</li> <li>• Hearing 3/5/2013 - @ 3:30 pm;</li> <li>• Hearing 3/7/2013 @ 3:30 pm</li> <li>2/8 — Steve Gilbert, Supervisor for Vital Records, NSHD, they are not currently anticipating any opposition to the bill. He said he would let us know as it gets closer to a hearing if that should change.</li> <li>• Rec'd and input Randy's comments on 2/14</li> <li>• Hearing on 3/5</li> </ul>

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BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
SB 65	Natural Resources	Pending	Revises provisions relating to public water systems and certain laboratories. (BDR 40-349)	<p>The Open Meeting Law requires that meetings of public bodies be open to the public, with limited exceptions set forth specifically in statute. (NRS 241.020) Section 2 of this bill compiles a list of provisions relating to the applicability of and exceptions and exemptions to the Open Meeting Law currently in existing law. Sections 6 and 8 of this bill make conforming changes. Section 2 also adds an exemption to the Open Meeting Law for meetings of a committee or subcommittee of a public body when the committee or subcommittee is engaged solely in activities relating to the acquisition of facts for the public body. Section 3 of this bill prohibits a member of a public body from designating a person to attend a meeting of the public body in the place of the member unless members of the public body are expressly authorized to do so by the constitutional provision, statute, ordinance, resolution or other legal authority that created the public body. Section 3 also requires that any such designation be made in writing, deems any person so designated to be a member of the public body for purposes of determining a quorum at the meeting and entitles such a person to exercise the same powers as the regular members of the public body at the meeting. Any action taken by a public body in violation of the Open Meeting Law is void. (NRS 241.036) Under existing law, the Attorney General is required to investigate and prosecute any violation of the Open Meeting Law. (NRS 241.039) Existing law authorizes the Attorney General or a member of the public to sue a public body: (1) within 60 days after an alleged violation to have an action by the public body declared void; or (2) within 120 days after</p>	<ul style="list-style-type: none"> <li>• Priority:</li> <li>• Action: <b>Tracking</b></li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> </ul> <p>Hearing – 3/7/2013 @ 13:30 PM Room 2144; Hearing on 3/13 @ 9:00 am</p>

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BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
				<p>an alleged violation to require the public body to comply with the Open Meeting Law. (NRS 241.037) Section 4 of this bill provides that if a public body takes certain corrective action within 30 days after an alleged violation, the Attorney General may decide not to commence prosecution of the alleged violation if the Attorney General determines that foregoing prosecution would be in the best interests of the public. Section 4 also extends by 30 days the deadline by which lawsuits to enforce the Open Meeting Law may be filed by the Attorney General in the context of corrective action. Section 4 further provides that any action taken by a public body to correct an alleged violation of the Open Meeting Law is effective prospectively only. With certain exceptions, a public body is required to comply with the Open Meeting Law when a quorum of its members is present to deliberate toward a decision or take action on a matter over which the public body has supervision, control, jurisdiction or advisory power. (NRS 241.015) Section 6 of this bill defines "deliberate" for purposes of this requirement to mean examining, weighing and reflecting on the reasons for or against an action and includes collective discussion and the collective acquisition or the exchange of facts preliminary to the ultimate decision. Section 6 also clarifies that a quorum of members may be present in person or by means of electronic communication. Under the Open Meeting Law, a public body is required, upon request and at no charge, to provide a copy of an agenda for the meeting, any proposed ordinance or regulation to be discussed at the meeting, and other supporting material, with certain exceptions, provided to members of the public</p>	

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BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
				body for an item on the agenda. (NRS 241.020) Section 7 of this bill requires that a public body include on the notice for a meeting: (1) the name and contact information for the person designated by the public body from whom a member of the public may request the supporting material for a meeting; and (2) a list of the locations where the supporting material is available to the public. Section 7 also requires the governing body of a city or county whose population is 40,000 or more (currently Clark, Douglas, Elko, Lyon, Nye and Washoe Counties and the cities of Carson City, Henderson, Las Vegas, North Las Vegas, Reno and Sparks) to post the supporting material to its website not later than the time at which the material is provided to the members of the public body. Section 7 also authorizes such a public body to provide the supporting material via a link to the posting on its website to a person who has requested to receive the material by electronic mail if the person so agrees. —	
SB 67	Revenue and Economic Development	Pending	Revises provisions relating to tobacco. (BDR 32-404)		<ul style="list-style-type: none"> <li>• Priority: <b>Monitoring</b></li> <li>• Action: <b>Monitoring</b></li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> </ul>
SB 69	Health and Human Services	Pending	Revises provisions governing advanced practitioners of nursing. (BDR 54-549)  This bill reflects a national trend to move away from the mandatory collaborative physician/Advanced Practitioner of Nursing relationship.	Supplemental Information from the NAC: 632 – Nursing related to practice for certificate vs. masters prepared APNs. Certificate APNs are required to provide documentation of 1000 hours of practice before receiving approval to prescribe dangerous drugs and devices.	<ul style="list-style-type: none"> <li>• Priority: <b>High</b></li> <li>• Action: <b>Tracking</b></li> <li>• Testify: <b>Yes (Stacy Hardie or Steve Kutz)</b></li> <li>• Position: <b>Support If Amended</b></li> <li>• Ordinance: <b>Uncertain</b></li> </ul>

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BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
			<p>However, it does not indicate that a collaborative relationship cannot be maintained, so it provides flexibility for the variety of settings that APNs practice.</p>	<p>A concern from the Washoe County Health District is that the certificate prepared Advanced Practitioners of Nursing would be impacted in some way. The certificate graduates were grandfathered into practice when APN licensure changed to require a Masters degree.</p> <p>The Washoe County Health District (WCHD) has three certificate graduates; if their practices were somehow limited by a decision by the Board of Nursing it would dramatically impact safety net core public health services provided at the WCHD.</p> <p><b>Proposed Amendment:</b> Amend to include both certificate and Masters prepared APNs.</p>	<ul style="list-style-type: none"> <li>• Policy: <b>Yes</b></li> <li>• Fiscal Impact:</li> </ul> <p>Rec'd Request for Eval on 2/26; sent to Steve and Stacey on 2/26; rec'd comments and input on 3/1/2013.</p>
SB 74	Senator Tick Segerblom	Pending	Revises various provisions relating to public records. (BDR 19-211)		<ul style="list-style-type: none"> <li>• Priority: <b>High</b></li> <li>• Action: <b>Tracking</b></li> <li>• Testify: <b>No</b></li> <li>• Position: <b>Oppose</b></li> <li>• Ordinance: <b>Unknown</b></li> <li>• Policy: <b>Yes</b></li> <li>• Fiscal Impact: <b>Yes</b></li> <li>• Hearing: <b>2/11/13 @ 1:30 pm</b></li> <li>• Hearing: <b>2/20/13@1:30 pm rm. 2135</b></li> <li>• Forwarded to all DDs on 1/23/2013; Randy and Steve commented on 2/6</li> </ul>

## 2013 Legislative Activity Report

BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
SB 80	Senator Settelmeyer		Makes various changes to provisions governing dairy products and dairy substitutes.	We would defer to the Dairy Commission. I think anything that strengthens their enforcement for health and safety is good; I dislike that they would do both dairy product promotion and regulate as well. That is, at a national level, one of the differences between USDA (which does both functions) and FDA (which regulates but doesn't promote).	<ul style="list-style-type: none"> <li>Priority:</li> <li>Action:</li> <li>Testify:</li> <li>Position:</li> <li>Ordinance:</li> <li>Policy:</li> <li>Fiscal Impact:</li> </ul> <ul style="list-style-type: none"> <li>Joe rec'd email from Larry Mathias; Joe replied; ask Larry and John their thoughts.</li> </ul>
SB 92	Senate Committee on Health and Human Services	Pending	<p>Makes certain changes related to the health of infants. (BDR 40-529)</p> <p>Revises NRS 442.008 requiring infants be tested for critical congenital heart disease; providing an exception for written parental objection; and notification of both state and local health officers.</p>	<p>BDR revised 2/11; no material change to the Health District. (BDR 40-429)</p> <p>This bill requires any healthcare provider who attends a birth to examine the infant for critical congenital heart disease. They must at least use pulse oximetry in conducting the examination. Any positive results must be reported to the State Health Officer and the Local Health Officers of the jurisdictions of both the birth and the mother's residence. They must discuss the condition and the treatment options with the parents.</p> <p>This bill as submitted does not appear to impose any duty on local public health other than to simply receive the reports. It does not appear to require that the reports be retained nor does it appear to require any action on the part of the local entity in response to the report. The only possible caveat would be the provision for the</p>	<ul style="list-style-type: none"> <li>Priority: <b>Low</b></li> <li>Action: <b>Track</b></li> <li>Testify: <b>No</b></li> <li>Position: <b>Comment Only</b></li> <li>Ordinance: <b>NA</b></li> <li>Policy: <b>NA</b></li> <li>Fiscal Impact: <b>No</b></li> </ul> <p>Requested Comments on SB 92 on 2/12; forwarded to Dr. Todd; rec'd and input on 2/12</p> <p>Submitted Fiscal Notes prepared by Dr. Todd on 1/23 @ 9:25 am;</p> <p>Hearing on 3/19 @ 3:30; emailed Randy in case he wanted to follow</p>



## 2013 Legislative Activity Report

BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
SB 100	Senate Committee on Health and Human Services	Pending	Revises provisions relating to certain providers of emergency medical services. (BDR 40-501)	<p>State Board of Health to promulgate regulations that might programmatically and/or fiscally impact local public health.</p> <p>This bill changes the definitions of EMT, EMT intermediate, and EMT advanced to EMT, EMT advanced, and Paramedic respectively. It also ties training standards for these to the US Department of Transportation.</p> <p>Given that the main intent of the bill is to standardize definitions and training to those at the national level, there would appear to be no reason to oppose this legislation.</p>	<p>Resubmitted Fiscal Notes w/o changes on 2/12/2013.</p> <ul style="list-style-type: none"> <li>• Priority: Low</li> <li>• Action: Tracking</li> <li>• Testify: No</li> <li>• Position: Comment Only</li> <li>• Ordinance: NA</li> <li>• Policy: NA</li> <li>• Fiscal Impact: None for the Health District</li> </ul> <p>Hearing on 2/21 @3:30 Room 2149</p> <p>Dr. Todd provided comments on 2/13 and they were input on 2/13.</p> <p>Forwarded to Dr. Todd, Stacey, and Dr. Joe. On 2/12/2013</p> <p>Hearing on 3/5/2013 @ 3:30; notified Dr. Todd and Stacy Akurosawa 3/1/2013</p>

## 2013 Legislative Activity Report

BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
SB 116	Senator Joseph Hardy	Pending	<p>Provides for establishment of electronic death registry system. (BDR 40-832).</p>	<p><b>Background/Analysis/Fiscal Impact</b>                      This is fundamentally a good idea. It should theoretically save time and effort for funeral homes that currently have to physically collect these statements and deliver them to the health department. The state already has an electronic death registry. However, this bill does not appear to provide any fiscal appropriation that would allow the system to be upgraded so that it does not slow down when a host of new medical users need to log in. Nor does it provide resources to train the new medical users in the use of the system. New untrained users and system performance degradation could negatively impact work flow in the Washoe County Vital Records office.</p> <p>The primary concern with this bill is that the existing electronic death registry is sometimes very slow. Adding additional users without appropriation of funds to upgrade the system will likely result in lower work productivity in local vital record offices including Washoe County. LCB staff should work with the Nevada State Health Division to develop a realistic cost estimate for necessary system upgrades and training.</p> <p>The bill should be amended to include an appropriation of funds that would allow the Nevada State Health Division to upgrade the current server housing the existing electronic death registry so that it can accommodate a large number of additional users without performance degradation. Funding should also be provided to allow for development of an online training for physicians to utilize as they learn to use the system.</p>	<p><b>Recommendation &amp; Staff Assignment</b></p> <ul style="list-style-type: none"> <li>• Priority: High</li> <li>• Action: Tracking</li> <li>• Testify: Yes - Todd</li> <li>• Position: Support if Amended</li> <li>• Ordinance: No</li> <li>• Policy: N/A</li> <li>• Fiscal Impact:</li> </ul> <p>Received Request for Evaluation on 2/14; forwarded to Dr. Todd; input Dr. Todd's Comments on 2/14/2013.</p>

# 2013 Legislative Activity Report

DBOH Agenda Item No. 8.E.

BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
SB 147	Senator Donald Gustavson	Pending	<p>Revises provisions governing the frequency of required inspections of the emissions of certain motor vehicles (BDR 40-427).</p> <p>Changes vehicle smog check to every other year, increases new vehicle exemption to 4 years, and doubles smog certificate fee to \$12.</p> <p>Increases emissions of ozone precursors, potential for adverse health impacts, not compliant with SIP, reduces Air Quality revenue.</p> <p>Will require revisions to the Washoe (and Clark) County portions of State Implementation and Maintenance Plans to be prepared, noticed to the public with hearings, approved by the local governing Board, and submitted through the State of Nevada to the U.S. Environmental Protection Agency. May require additional control measures and regulations to be developed to reduce emissions from other ozone precursor sources such as construction equipment, and for these control measures to be incorporated into the revised federally enforceable SIPs. The Washoe (and) Clark County portions of Nevada will be out of compliance with the federally enforceable SIP until the revisions are approved by EPA (if EPA is able to approve the revisions).</p>	<p>The State vehicle inspection and maintenance program is a required element of the U.S. EPA approved and federally enforceable State Implementation Plan for attainment of health-based National Ambient Air Quality Standards. The proposed changes will result in increases in ozone precursor emissions from motor vehicles registered in Washoe and Clark Counties. The changes are to cut the frequency of vehicle emissions testing from every year, to every two years, and to extend the new vehicle exemption from emissions testing.</p> <p>Clark County is currently not attaining the existing ozone standard of 75 parts per billion (ppb). EPA is in the process of revising the ozone standard based on new scientific evidence of the health effects of ozone on human health and vegetation. A strengthened revised ozone NAAQS is scheduled to be finalized in late 2014. EPA previously proposed for the standard to be set in the range of 60 to 70 ppb. Based on current existing ambient air monitoring data, Clark County will be out of attainment with a standard set in this range. If the standard is set at 65 ppb or below Washoe County will be out of attainment with the standard.</p> <p>Sensitive populations such as children, the elderly, pregnant women, and people with asthma, COPD, or other lung diseases are particularly susceptible to health impacts from elevated ozone levels which can decrease lung function, cause inflammation of the airways, and exacerbate asthma and other lung diseases. People exercising or otherwise exerting themselves are also susceptible to health effects from elevated ozone levels.</p>	<ul style="list-style-type: none"> <li>• Priority: <b>High</b></li> <li>• Action: <b>Track</b></li> <li>• Testify: <b>Yes - Kevin Dick or Dan Inouye</b></li> <li>• Position: <b>Oppose</b></li> <li>• Ordinance: <b>Uncertain</b></li> <li>• Policy: <b>Yes</b></li> <li>• Fiscal Impact: <b>Yes</b></li> </ul> <ul style="list-style-type: none"> <li>• Received Request for Evaluation on 2/19; forwarded to Kevin on 2/19/2013; rec'd response on 2/22 after 5 pm; input on 2/26</li> </ul> <p>Hearing on 3/14/2013 - @ 1:30 PM - Kevin will present</p>

# 2013 Legislative Activity Report

DBOH Agenda Item No. 8.E.

BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
				<p>The legislation will reduce revenue to the Washoe (and Clark) County air pollution control agencies by one dollar per vehicle exempted through the additional new vehicle exemption period from the emissions testing program. It will also eliminate funds from the DMV excess reserve grants provided to the local air agencies since the reduced number of new vehicles being tested will eliminate funds from the excess reserve account.</p> <p>Fiscal Impact: Reduced revenue – FY13/14 – (\$244,386); FY14/15 – (\$244,386); and Effect on Future Biennia – (\$488,772)</p> <p>The BDR will: 1) Increase the exemption period for the initial emission inspection of a new passenger car or new light-duty motor vehicle from 2 years to 4 years; 2) reduce the frequency of subsequent inspections of a passenger car or light-duty motor vehicle from every year to every other year, and 3) increases the certificate fee from \$6 to \$12. Each vehicle passing the emission inspection will be issued a \$12 certificate of which the Washoe County Health District (WCHD) will receive \$2. The BDR will have a negative fiscal impact by exempting vehicles 3 and 4 years old from the emission inspection program. In Washoe County, there are 30,193 meeting these criteria for which the air pollution control agency would receive \$2 per vehicle without the exemption. The BDR will also eliminate the excess reserve fund of the pollution control account. The average excess reserve fund that the WCHD received over the three most recent years was \$184,000. Future impacts were based on no increase in new passenger car and light-duty vehicle sales.</p>	

# 2013 Legislative Activity Report

DBOH Agenda Item No. 8.E.

BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
SB 148	Senator David Parks	Pending	<p>Revises provisions governing the Pollution Control Account (BDR 40-448)</p> <p>Replaces DMV Excess Reserve Grant funding and process with direct allocation of excess reserve funds to local air pollution control agencies.</p>	<p>Future revenue reductions are anticipated to be greater because of the decline of new vehicle purchases since the recession and the pent-up demand for new vehicle purchases moving forward. This will lead to additional lost revenue from the initial 4 year exemptions,</p> <p>Provides direct allocation of DMV Excess Reserve Air Pollution Control funds to local agencies, eliminating cost burden of grant program.</p> <p>The bill replaces the current distribution of excess reserve funds to local agencies through a grant program with a direct allocation of those funds to air agencies. It eliminates an unnecessarily burdensome process requiring development of a grant proposal and budget, review by the State Advisory Committee for Emissions from Motor Vehicles, approval of from the Nevada Division of Environmental Protection, the Division of Motor Vehicles, Interim Finance Committee, and the Board of Examiners. It also eliminates quarterly reporting requirements, as well as review and approval requirements for budget allocations or one-year extensions of grant funds.</p> <p>Existing NRS requirements that these funds which result from smog certificate fees in Clark and Washoe County be expended on programs to improve air quality remain in effect. Excessive administrative burden and costs are eliminated.</p> <p><b>FY 12/13 – (\$0); FY13/14 –(\$2,510); FY14/15 – (\$7,327); Future Biennia –(\$43,430)</b></p>	<ul style="list-style-type: none"> <li>• Priority: <b>High</b></li> <li>• Action: <b>Track</b></li> <li>• Testify: <b>Yes (Dan or Kevin)</b></li> <li>• Position: <b>Support</b></li> <li>• Ordinance: <b>Uncertain</b></li> <li>• Policy: <b>Yes</b></li> <li>• Fiscal Impact: <b>Yes</b></li> <li>• County requested Fiscal Note on 2/12; deadline 2/19; forwarded to Kevin, Eileen, and Joe on 2/12; submitted 2/19 @ 3:00 pm.</li> <li>• Received Request for Evaluation on 2/19; forwarded to Kevin and Eileen on 2/19/2013. Entered Kevin's Comments on 2/26.</li> </ul>

2013 Legislative Activity Report

BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
SB 154	Senator Mark Manendo	Pending	Revises certain provisions governing manufactured home parks. (BDR 10-23)	<p><b>Fiscal Impact:</b> The BDR will eliminate personnel time and expense associated with preparing grant proposals, quarterly reporting of grant accomplishments, and preparation of submittals to the Advisory Committee, NDEP, and DMV related to proposals, budget reallocation requests, and extension requests. So expenses are reported as negative. The BDR has a positive fiscal impact, expenses are reduced. Financial benefits occur incrementally as the initial proposal development costs, and then reporting and administration costs are reduced over the multi-year cycles of existing grants. Labor savings result from the Air Quality Management Division Director and Health District Fiscal Compliance Officer not having to develop and submit a grant proposal FY13-14, not having to submit a proposal and administer a grant FY14-15, and not having to develop a proposal and administer multiple grants in future biennia.</p>	
					<ul style="list-style-type: none"> <li>• Priority:</li> <li>• Action: <b>No Interest</b></li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> <li>• Received Request for Evaluation on 2/19; forwarded to Bob on 2/19/2013; rec'd Bob's comment on 2/26; does not affect the Health District</li> </ul>

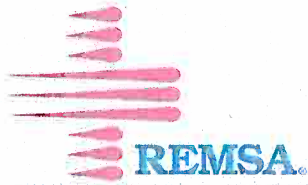
## 2013 Legislative Activity Report

BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
SB 177	Settelmeyer, Hardy, Cegavske, Goicoechea, Gustavson, Hammond, Hutchison, Jones, Kieckhefer, Segerblom, Woodhouse, Wheeler		Prohibits a minor from committing certain acts relating to the possession and use of tobacco products. (BDR 5-689)		<ul style="list-style-type: none"> <li>• Priority:</li> <li>• Action: <b>Monitor</b></li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> </ul>
SB 183	Senator Justin Jones	Pending	Enacts provisions governing manufacturers of certain electronic devices. (BDR 40-556)		<ul style="list-style-type: none"> <li>• Priority:</li> <li>• Action:</li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> <li>• Rec'd Request for Eval on 2/26 – Emailed Kevin and Bob on 2/26/13</li> </ul>

## 2013 Legislative Activity Report

BDR or Bill #	Primary Sponsor	Status	Summary	Background/Analysis/Fiscal Impact	Recommendation & Staff Assignment
SB 206	Senator Aaron Ford	Pending	Revises provisions relating to food establishments. (BDR 40-935) – Cottage Industries – exempts certain types of low risk food from having permits if they are prepare din the home.	<p>We have had several discussions with everyone involved in this bill over the last few days. We are in support of the proposed amendments that Senator Ford will be presenting at hearing on March 19.</p> <p>This Bill would allow low risk foods as designated by AFDO to be prepared in the home and exempted from permitting if certain requirements are met. They have to be labeled properly, including a statement saying that they have not been inspected by a Health Authority. In addition, they would have to be direct sales (no phone or internet) and occur at the seller's home or at a permitted farmers market. Would also require them to be registered with the local Health Authority who would then provide them with recommended practices of operation.</p> <p>Senator Ford will be amending.</p>	<ul style="list-style-type: none"> <li>• Priority: <b>High</b></li> <li>• Action: <b>Tracking</b></li> <li>• Testify: <b>Yes (Iser, Sack, McNinch, Macaluso)</b></li> <li>• Position: <b>Support If Amended</b></li> <li>• Ordinance: <b>No</b></li> <li>• Policy: <b>Yes</b></li> <li>• Fiscal Impact:</li> <li>• Rec'd Request for Eval on 3/4 – Emailed to Bob on 3/5/13; input on 3/18</li> <li>• Hearing on 3/19 @3:30 PM Room 2149; notified Bob on 3/15; Bob and Dr. Iser will attend.</li> </ul>
SB 315	Senator Moises Denis	Pending	Revises provisions relating to health districts organized under NRS 439.362.	<p>NRS 439.362 governs health districts created in jurisdictions with populations over 700,000.</p>	<ul style="list-style-type: none"> <li>• Priority:</li> <li>• Action: <b>Monitoring</b></li> <li>• Testify:</li> <li>• Position:</li> <li>• Ordinance:</li> <li>• Policy:</li> <li>• Fiscal Impact:</li> </ul>





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*Regional Emergency Medical Services Authority*

# **REMSA**

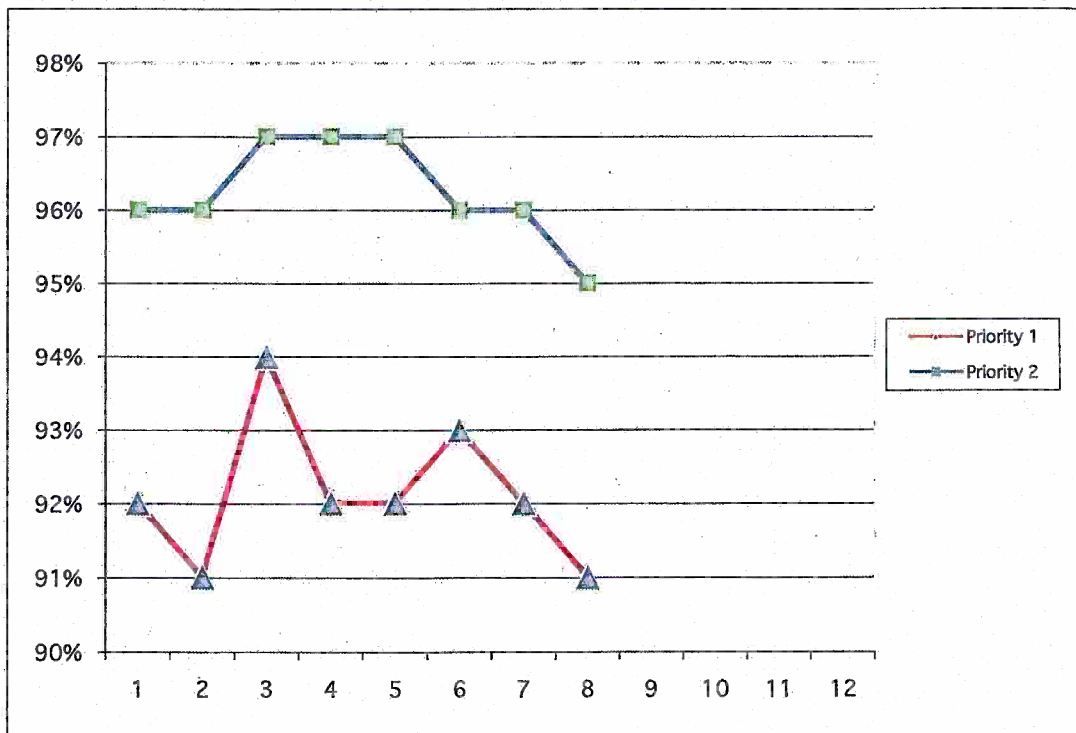
## **OPERATIONS REPORTS**

**FOR**

**FEBRUARY 2013**

Fiscal 2013

Month	Avg. Response Time	Avg. Travel Time	Priority 1	Priority 2
Jul. 2012	5 mins. 46 secs.	4 mins. 48 secs.	92%	96%
Aug.	5 mins. 59 secs.	4 mins. 56 secs.	91%	96%
Sept.	5 mins. 46 secs.	4 mins. 48 secs.	94%	97%
Oct.	5 mins. 34 secs.	4 mins. 40 secs.	92%	97%
Nov.	5 mins. 38 secs.	4 mins. 42 secs.	92%	97%
Dec.	5 mins. 56 secs.	4 mins. 58 secs.	93%	96%
Jan. 2013	5 mins. 48 secs.	4 mins 50 secs.	92%	96%
Feb.	5 mins. 50 secs.	4 mins. 51 secs.	91%	95%
Mar.				
Apr.				
May				
June 2013				



Care Flight

Month	#Patients	Gross Sales	Avg. Bill	YTD Avg.
Jul-12	10	\$69,730	\$6,973	\$6,973
Aug.	17	\$140,090	\$8,241	\$7,771
Sept.	12	\$95,505	\$7,959	\$7,829
Oct.	3	\$20,775	\$6,925	\$7,764
Nov.	11	\$81,919	\$7,447	\$7,698
Dec.	3	\$19,774	\$6,591	\$7,639
Jan. 2013	6	\$40,326	\$6,721	\$7,550
Feb.	12	\$79,820	\$6,652	\$7,405
Mar.			\$0	\$7,405
Apr.			\$0	\$7,405
May			\$0	\$7,405
June			\$0	\$7,405
<b>Totals</b>	<b>74</b>	<b>\$547,939</b>	<b>\$7,405</b>	<b>\$7,405</b>

Adjusted Allowed Average Bill - \$7,393.00

REMSA Ground

Month	#Patients	Gross Sales	Avg. Bill	YTD Avg.
Jul-12	3222	\$3,256,558	\$1,011	\$1,011
Aug.	3305	\$3,381,910	\$1,023	\$1,017
Sept.	3088	\$3,190,456	\$1,033	\$1,022
Oct.	3234	\$3,322,716	\$1,027	\$1,024
Nov.	3015	\$3,094,421	\$1,026	\$1,024
Dec.	3164	\$3,269,747	\$1,033	\$1,026
Jan. 2013	3376	\$3,477,783	\$1,030	\$1,026
Feb.	3086	\$3,182,191	\$1,031	\$1,027
Mar.			\$0	\$1,027
Apr.			\$0	\$1,027
May			\$0	\$1,027
June			\$0	\$1,027
<b>Totals</b>	<b>25490</b>	<b>\$26,175,782</b>	<b>\$1,027</b>	<b>\$1,027</b>

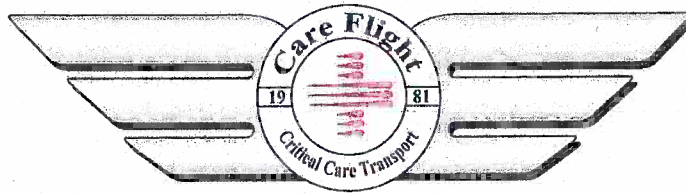
Allowed ground avg bill - \$1,028.00



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*Regional Emergency Medical Services Authority*

**CARE FLIGHT  
OPERATIONS REPORT  
FOR  
FEBRUARY 2013**



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

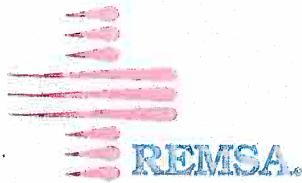
- ❖ **In Town Transfer:**  
2 Ground ITTs were completed
- ❖ **Outreach, Education, & Marketing:**  
➤ 1 Community Education & Public Event

02/01/13	Mt. Rose Patrol/Incline Fire Helicopter Orientation	Flight Staff
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❖ **Statistics**

**Washoe County Flights**

	# patients
Total Flights:	12
Total Patients	12
Expired on Scene	1
Refused Transport (AMA)	0
Scene Flights	10
Hospital Transports	2
Cardiac	4
Trauma	4
Medical	1
Pulmonary	0
High Risk OB	0
Neuro	3
Pediatrics	0
Newborn	0
Full Arrest	0
Surgical	0
<b>Total</b>	<b>12</b>



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*Regional Emergency Medical Services Authority*

**REMSA**  
**GROUND OPERATIONS REPORT**  
**FOR**  
**FEBRUARY 2013**



## GROUND AMBULANCE OPERATIONS REPORT

February 2013

### 1. OVERALL STATISTICS:

Total Number Of System Responses	5024
Total Number Of Responses In Which No Transport Resulted	1937
Total Number Of System Transports	3087

### 2. CALL CLASSIFICATION REPORT:

Cardiopulmonary Arrests	2%
Medical	48%
OB	1%
Psychiatric/Behavioral	4%
Transfers	19%
Trauma	23%
Trauma - MVA	5%
Trauma - Non MVA	18%
Unknown/Other	3%
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 367 PCRs

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

**4. EDUCATION AND TRAINING REPORT:**

**A. Public Education**

**Advanced Cardiac Life Support**

Date	Course Location	Students
1/25/2013	Storey County Fire Department	5
2/1/2013	REMSA	12
2/4/2013	EMS CES 911 Training Site	4
2/7/2013	REMSA	11
2/10/2013	EMS CES 911 Training Site	2
2/27/2013	REMSA	16

**Advanced Cardiac Life Support Recert**

Date	Course Location	Students
2/2/2013	John Mohler & Co	12
2/2/2013	David Larivee	6
2/5/2013	EMS CES 911 Training Site	4
2/5/2013	Trent Waechter	1
2/5/2013	Tahoe Forest Hospital - REMSA	15
2/9/2013	David Larivee	4
2/13/2013	Nampa Fire Department	1
2/15/2013	Trent Waechter	2
2/18/2013	EMS CES 911 Training Site	3
2/19/2013	Riggs Ambulance	1
2/19/2013	REMSA	12
2/19/2013	Saint Mary's Regional Medical Center	7



2/25/2013	REMSA	7
2/28/2013	EMS CES 911 Training Site	1

### Advanced Cardiac Life Support Skills

Date	Course Location	Students
2/1/2013	Kevin Green	1
2/8/2013	Saint Mary's Regional Medical Center	1
2/19/2013	REMSA	1
2/22/2013	REMSA	1
2/25/2013	REMSA	3

### Advanced Cardiac Life Support Prep Course

Date	Course Location	Students
2/4/2013	REMSA	3

### Bloodborne Pathogen

Date	Course Location	Students
2/11/2013	Career College of Northern Nevada	7

### Basic Life Support Instructor

Date	Course Location	Students
1/15/2013	Barrick Cortez Dominican Republic - REMSA	6
1/17/2013	Humboldt General Hospital	8

### Family & Friends CPR Awareness

Date	Course Location	Students
2/28/2013	Barrick Cortez Dominican Republic	15

**Health Care Provider CPR**

Date	Course Location	Students
12/10/2012	Randi Hunewill	15
1/3/2013	Nye County EMS	9
1/12/2013	Nye County EMS	5
1/14/2013	Barrick Cortez Dominican Republic - REMSA	10
1/15/2013	Milan Institute	9
1/17/2013	West Hills Hospital	3
1/19/2013	REMSA	7
1/26/2013	Renown Vista Clinic - REMSA	7
1/27/2013	Jennifer Kraushaar	3
1/29/2013	Fritz Klingler	1
1/30/2013	Sierra Nevada Job Corps	1
1/31/2013	REMSA	9
2/2/2013	Ralph Renteria	1
2/4/2013	Jennifer Kraushaar	2
2/5/2013	REMSA	11
2/5/2013	EMS CES 911 Training Site	7
2/5/2013	Jennifer Kraushaar	7
2/5/2013	Sierra Nevada Job Corps	6
2/5/2013	Majen	1
2/5/2013	Robert Stone	7
2/5/2013	Fritz Klingler	1
2/7/2013	REMSA	9
2/7/2013	CPR Plus	5
2/8/2013	Milan Institute	2

2/8/2013	West Hills Hospital	6
2/8/2013	Nevada Legislative Counsel	8
2/9/2013	REMSA	4
2/11/2013	Robert Stone	6
2/12/2013	EMS CES 911 Training Site	5
2/12/2013	CPR Plus	13
2/14/2013	NorCal EMS Educational Services	1
2/15/2013	Nevada Legislative Counsel	5
2/15/2013	Storey County Fire Department	4
2/16/2013	Mountain Family Medicine - REMSA	7
2/16/2013	Jennifer Kraushaar	12
2/18/2013	EMS CES 911 Training Site	3
2/18/2013	Randi Hunewill	1
2/20/2013	Nevada Department of Forestry	8
2/20/2013	CPR 1st Aid Training Site	1
2/21/2013	REMSA	10
2/22/2013	CPR Plus	8
2/23/2013	Colleen Duran	5
2/23/2013	Nevada Legislative Counsel	6
2/23/2013	Nevada Legislative Counsel	5
2/25/2013	Tyler Teese	2
2/25/2013	Nevada Legislative Counsel	14
2/26/2013	Milan Institute	15
2/26/2013	Jennifer Kraushaar	6
2/26/2013	REMSA	9
2/27/2013	EMS CES 911 Training Site	7

2/27/2013	Nevada Air Guard	1
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**Health Care Provider, Employee**

Date	Course Location	Students
2/1/2013	Aaron Barnes	1
2/7/2013	Josh Duffy	2
2/19/2013	REMSA	1
2/25/2013	REMSA	2
2/26/2013	REMSA	1

**Health Care Provider Recert**

Date	Course Location	Students
1/17/2013	Humboldt General Hospital	10
1/17/2013	Humboldt General Hospital	7
1/31/2013	Tahoe Forest Hospital	1
2/2/2013	Riggs Ambulance	4
2/4/2013	REMSA	8
2/7/2013	Tahoe Forest Hospital	1
2/12/2013	Nampa Fire Department	10
2/13/2013	Washoe County School District	2
2/13/2013	Tahoe Forest Hospital	1
2/13/2013	REMSA	11
2/13/2013	Humboldt General Hospital	2
2/14/2013	Easten Plumas Healthcare	4
2/14/2013	EMS CES 911 Training Site	1
2/14/2013	REMSA	8
2/14/2013	Nampa Fire Department	9

2/15/2013	REMSA	9
2/16/2013	Mountain Family Medicine - REMSA	2
2/19/2013	REMSA	19
2/19/2013	Tahoe Forest Hospital	2
2/19/2013	Tahoe Forest Hospital	6
2/19/2013	REMSA	9
2/19/2013	Humboldt General Hospital	7
2/19/2013	Humboldt General Hospital	5
2/20/2013	Nampa Fire Department	9
2/20/2013	REMSA	1
2/20/2013	REMSA	10
2/21/2013	Humboldt General Hospital	4
2/22/2013	Humboldt General Hospital	1
2/22/2013	Tahoe Forest Hospital	1
2/23/2013	REMSA	8
2/24/2013	EMS CES 911 Training Site	1
2/26/2013	Regent Care Center Reno	4
2/27/2013	David Stepner	3
2/27/2013	REMSA	10

### Health Care Provider Skills

Date	Course Location	Students
2/1/2013	REMSA	1
2/2/2013	REMSA	1
2/3/2013	Riggs Ambulance	1
2/4/2013	REMSA	2

2/7/2013	Orvis School of Nursing	1
2/7/2013	REMSA	1
2/10/2013	Majen	1
2/14/2013	REMSA	4
2/19/2013	REMSA	1
2/20/2013	REMSA	1
2/21/2013	REMSA	6
2/23/2013	EMS CES 911 Training Site	1
2/25/2013	REMSA	2
2/25/2013	REMSA	1
2/26/2013	Riggs Ambulance	1
2/27/2013	REMSA	3
2/27/2013	Tahoe Pacific Hospital-SM	1

#### Heart Saver CPR/AED

Date	Course Location	Students
1/15/2013	Michael Salerno	1
2/2/2013	Washoe County School District	5
2/2/2013	REMSA	3
2/3/2013	Nampa Fire Department	4
2/4/2013	Erica Krysztof	1
2/4/2013	Washoe County School District	3
2/4/2013	Humboldt General Hospital	5
2/5/2013	Airport Fire Department	6
2/5/2013	UNR Environmental Health Services	12
2/5/2013	Washoe County School District	4
2/6/2013	Nevada Legislative Counsel	7

2/6/2013	Nevada Air Guard	9
2/6/2013	Washoe County School District	5
2/6/2013	REMSA	7
2/6/2013	Airport Fire Department	3
2/7/2013	Nevada Air Guard	5
2/7/2013	Ronald Oliver	2
2/10/2013	Nevada Air Guard	7
2/12/2013	Washoe County School District	5
2/12/2013	Washoe County School District	11
2/13/2013	Erica Krysztof	2
2/13/2013	Washoe County School District	4
2/13/2013	Airport Fire Department	5
2/13/2013	Airport Fire Department	1
2/14/2013	Washoe County School District	2
2/19/2013	Washoe County School District	4
2/19/2013	Nye County EMS	9
2/19/2013	Nye County EMS	5
2/20/2013	Nye County EMS	7
2/20/2013	Majen	1
2/20/2013	Erica Krysztof	7
2/20/2013	Nampa Fire Department	20
2/20/2013	Washoe County School District	7
2/21/2013	Washoe County School District	4
2/22/2013	Project Uplift	9
2/22/2013	Project Uplift	3
2/23/2013	Nye County EMS	10
2/23/2013	Ronald Oliver	5

2/23/2013	Chuck Fox	1
2/26/2013	Elko BLM	4
2/26/2013	Washoe County School District	6
2/27/2013	Majen	1
2/27/2013	Washoe County School District	4
2/28/2013	Dustin Hopfe	8

**Heart Saver CPR/First Aid**

Date	Course Location	Students
1/28/2013	Nye County EMS	9
2/2/2013	Jennifer Kraushaar	1
2/2/2013	REMSA	5
2/5/2013	National Career Skills Institute	1
2/7/2013	Majen	2
2/7/2013	REMSA	3
2/8/2013	Sierra Nevada Job Corps	5
2/8/2013	Community Living Options	4
2/8/2013	Great Basin College	9
2/10/2013	UNR Police Department	10
2/11/2013	Airport Fire Department	2
2/12/2013	Majen	3
2/13/2013	Majen	7
2/14/2013	Airport Fire Department	6
2/14/2013	Airport Fire Department	5
2/15/2013	Airport Fire Department	1
2/16/2013	Silver Lake Volunteer Fire Department	3



2/16/2013	REMSA	7
2/18/2013	Randi Hunewill	7
2/19/2013	Mark Bosco	6
2/20/2013	Majen	1
2/20/2013	Majen	1
2/20/2013	Susan Phillips	5
2/20/2013	Susan Phillips	4
2/21/2013	Lawrence Smith	2
2/21/2013	Eagle Valley	4
2/22/2013	Majen	9
2/22/2013	Humboldt General Hospital	5
2/26/2013	Elko BLM	21

#### Heart Saver First Aid

Date	Course Location	Students
1/23/2013	Elko BLM	16
2/7/2013	REMSA	4
2/8/2013	Milan Institute	1
2/11/2013	Airport Fire Department	5
2/11/2013	Airport Fire Department	1
2/12/2013	EMS CES 911 Training Site	1
2/14/2013	Milan Institute	12
2/19/2013	Washoe County School District	2
2/19/2013	Mark Bosco	1
2/22/2013	Nevada Legislative Counsel	3
2/22/2013	Nevada Legislative Counsel	7

2/25/2013	Nevada Legislative Counsel	6
2/25/2013	Nevada Legislative Counsel	7
2/27/2013	Milan Institute	15

**Heart Saver Pediatric CPR/First Aid**

Date	Course Location	Students
2/9/2013	REMSA	10
2/23/2013	REMSA	13
2/2/2013	Jennifer Kraushaar	5
2/6/2013	EMS CES 911 Training Site	1
2/24/2013	Jennifer Kraushaar	8

**Pediatric Advanced Life Support**

Date	Course Location	Students
1/18/2013	REMSA	17
2/9/2013	EMS CES 911 Training Site	5
2/12/2013	REMSA	12

**Pediatric Advanced Life Support Recert**

Date	Course Location	Students
2/3/2013	David Larivee	5
2/4/2013	Trent Waechter	3
2/9/2013	John Mohler & Co	7
2/10/2013	David Larivee	5
2/10/2013	Trent Waechter	1
2/13/2013	Easten Plumas Healthcare	2
2/14/2013	Nampa Fire Department	1

2/19/2013	EMS CES 911 Training Site	4
2/22/2013	REMSA	10
2/23/2013	Humboldt General Hospital	1

**CE Courses**

Date	Course Location	Students
2/28/2013	STEMI Care - REMSA	36
2/28/30123	STEMI Care - REMSA	18

**Ongoing Courses**

Date	Course Description / Location	Students
2/1/13	REMSA Education- Paramedic	15
8/14/12	REMSA Education - Paramedic	13
1/8/13	REMSA Education- EMT	24

Total Students This Report	1344
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**5. COMMUNITY RELATIONS:**

**Community Outreach:**

**Point of Impact**

Date	Description	Attending
2/9/13	Child Safety Seat Checkpoint, at Save a Heart--Simple 7 Health Fair, Scheels, Sparks 32 cars and 49 seats inspected.	3 staff, 18 volunteers

**Northern Nevada Fitting Station Project**

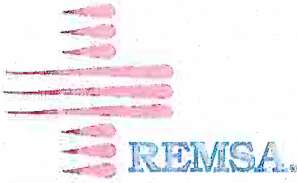
Date	Description	Attending
2/26/13	Renown Prepared Childbirth class	10 parents, 1 staff

Safe Kids Washoe County

Date	Description	Attending
2/1/13	Washoe County Child Death Review Board bi-monthly meeting, Washoe County Social Services.	2 staff
2/5/13	Give Kids a Boost subcommittee planning meeting, Sun Valley.	9 volunteers
2/6/13	Join Together Northern Nevada Coalition monthly meeting, Reno.	1 student intern
2/6/13	Safe Kids Washoe County Board of Directors bi-monthly meeting, REMSA.	8 volunteers, 1 staff
2/6/13	Safe Kids USA Advisory Council monthly teleconference.	1 staff
2/7/13	Telephone evaluation for the Nevada State Health Division Maternal Child Health Programs.	1 staff
2/9/13	Scheels Save a Heart CPR Fair, Sparks. Safe Kids information table.	5 volunteers
2/12/13	Safe Kids monthly Coalition meeting, Sparks.	19 volunteers, 1 staff
2/13/13	Cribs for Kids Train the Trainer, REMSA.	3 students, 1 staff
2/14/13	Esther Bennett Photojournalism Photovoice Project, final presentation, Sun Valley.	7 student participants, 4 volunteers, 1 student intern, 100 students and staff
2/14/13	Esther Bennett Safety Committee monthly meeting, Sun Valley.	8 volunteers, 1 student intern, 1 staff
2/19/13	Truckee Meadows Bicycle Alliance monthly meeting, Reno.	1 volunteer
2/19/13	Cribs for Kids Train the Trainer at Salvation Army/Heidi's Cottage, Family to Family/FRC, Mesquite. Total of 5 in attendance.	5 attend 1 staff
2/21/13	Cribs for Kids SIDS? NOT SIDS? inservice presentation for nurses at Renown, Reno.	5 students, 1 staff
2/25/13	Give Kids a Boost subcommittee planning meeting, Sun Valley.	6 volunteers, 1 student intern
2/25/13	UNR College of Human and Community Sciences Mentor Appreciation and Health Conference Keynote Address, UNR.	1 staff
2/26/13	First Annual National Safe Kids Day committee meeting, REMSA.	7 volunteers, 1 staff

## Meetings

Date	Description	Attending
2/5/13	Safe Haven subcommittee teleconference meeting hosted by State of Nevada Health Division.	1 staff
2/11/13	United Way Strategy Council teleconference.	1 staff volunteer
2/14/13	Maternal Child Health Transition meeting for Chair position.	1 staff
2/21/13	Volunteer Administrators of Northern Nevada Meeting	1 staff
2/20/13	United Way Health Council funding meeting, REMSA.	1 staff volunteer
2/20/13	Nye Communities Coalition meeting to discuss Cribs for Kids, Pahrump.	1 staff



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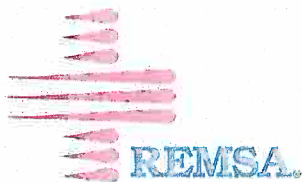
*Regional Emergency Medical Services Authority*

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

**INQUIRIES**

**February 2013**

There were no inquiries in the month of February.



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*Regional Emergency Medical Services Authority*

**GROUND AMBULANCE  
CUSTOMER SERVICE  
FOR  
FEBRUARY 2013**



FEB 26 2013

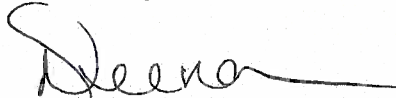
Jim Gubbels  
Chief Administrative Officer  
450 Edison Way  
Reno, NV 89502-4117

Dear Jim,

On behalf of the Renown Children's Hospital Neonatal Intensive Care Unit and Transport Team, I would like to express our deepest gratitude for the events on December 22, 2012. Our transport team was called to pick up a premature infant in respiratory distress in Quincy, California. REMSA arranged to have a snow plow from the Nevada Department of Transportation (NDOT) meet the ambulance on Highway 395 N. The ambulance followed the snow plow to the California/Nevada border where a CALTRANS snow plow took over and plowed the team halfway to Quincy. Another CALTRANS team was waiting on the highway and escorted the team to the doorstep of Plumas District Hospital.

The same amazing service was provided coming back, with three different crews getting the team safely to Renown Regional Medical Center. We can't begin to thank each team member from the REMSA driver to each NDOT and CALTRANS snow plow driver for their dedication and perseverance in providing safe transport for our very tiny patient. The baby has since been discharge home. Each team member should be proud of their response that night as we at Renown Children's Hospital are extremely proud to know there are such caring people to help us during such a critical time.

Sincerely,



Deena McKenzie MSN, RN  
Director of Nursing, Renown Children's Hospital

**GROUND AMBULANCE CUSTOMER COMMENTS FEBRUARY 2013**

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
1	Very courteous, understanding and friendly.		
2	Careful bringing gurney in house. Dispatcher calm and reassuring.	Family puzzled that if patient said didn't want to go to hospital, wouldn't have.	Fire Dept and REMSA both seems redundant.
3	Everything.	Hopefully, you won't have to.	Would like to have a choice of hospital.
4	The care was excellent.	Keep up the wonderful service.	The crew was intelligent, professional, and kind! Mom was admitted to the hospital because of a heart condition where they were unable to find anything. We feel it is always better to err on the side of caution. The young woman from REMSA mentioned mom was dehydrated and we believe that may have caused the problem. She is now better at drinking water. Thanks!
5	Quick response capable and professional pick up of injured. Professional assessment of injury.	Your people are great! I can't think of anything you could do better.	Satisfaction of the injured. Comforted and helped minimize shock. We are very fortunate to have you in our community!
6	Always comforting - in control	You do it	
7	All the care!	Keep up the good work!	Wonderful
8	The Paramedics were very caring & helped me at a time in need. A great team.		I have not been in contact with the billing dept.
9	I have never been transported before but I was very impressed with the professionalism of my medic.		
10	everything you all were wonderful.		Thank you all so much
11	Very polite/professional & maintained awareness to my pain/discomfort		
12	When I opened my eyes all the work was done. I was all stitched up.	I did not appreciate you cutting my best casual Dockers other than that, all was O.K.	
13		Better Food	GOOD
14	A great job was done by all Thank you		
15	Very professional, quick & efficient Thank You.	NONE	
16	Very professional, helpful, caring people	Keep it up	A wonderful organization

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
17	Everything was handled extremely well. No delays & great, professional care!		Excellent
18		Staff had a problem with computer system - (upgrade and/or improve)	
19	Very helpful & Caring Thank you very much		
20	All	NO FIRE TRUCKS	
21	EVERYTHING	NOTHING	SERVICE WAS GREAT
22	Very caring	Smoother RIDE	
23	Outstanding REMSA crew, very nice, wish I knew their names.	No idea, very satisfied	
24	All	Highly competent	
25	Compassionate and responsive to our need Thank You!		
26	Kept me comfortable		
27	Reassure me that everything would be alright, explained everything they were doing.		
28	EVERYTHING!		
29	You were all very helpful in the problem my husband was having, they were very polite to me.		
30	Asked patient questions very slowly & direct as or not to rattled the patient Excellent communication skills-very thorough and professional. Have had to do this several times before and your crew was excellent.		
31	Saved my life	nothing	N/A
32	arrive on time	very good!	
33	Everything was great.	N/A	
34	All	Nothing	
35	Everything	Nothing	Excellent service, friendly & helpful
36	The medics that were dispatched to my home were very re-assuring and kind. It made me feel so much better.		
37	The 2 people that transported me to were extremely polite & interesting to talk to during the long drive.		Your 2 employees should be commended.
38	Response was timely		don't remember
39	everything		everything ok

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
40	Everything! Friendly, competent people		
41	The male paramedic was very sympathetic, kind, and helpful. The female was not so nice. I take methadone for a past addiction and have been clean for 7 years but she kept questioning me if I had used street drugs. I had told her no but she didn't believe me. She also kept asking me when the last time I was at the ER and if I had received narcotics. She thought I was drug seeking.		
42	I appreciated the crew taking time to talk with my grandchildren.		
43	Everything	nothing	very good
44	Scale of 1 to 10- 10 highest		Great service & response time. Waiting time to be reinstated & for them to pay their share.
45	They were caring and compassionate	I can't think of anything	none.
46	Everything		Very professional and friendly
47	Scale of 1-10=10 highest		Great service & response time- waiting for insurance to pay their portion of bill- mine is being re-instated
48	No complaints at all, very satisfied with service	Not a thing	
49	Everything	All was great very nice people	The service & care was great & professional
50	It was excellent	I can't think of anything	
51	Everything		
52	They were at our house quickly and very nice.		
53	Stabilized me, explain what was happening		
54	Made patient feel comfortable while at home and during ride to hospital.		
55	Everything		
56	It was excellent	I cant think of anything	
57	Everything		Very professional and friendly
58	They were caring and compassionate	I can't think of anything	none
59	Everything!		
60	Your REMSA was here in no time and took charge of everything.		All I want to say is the service and care is wonderful.

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
61	Got patient to the ER quickly and saved her life	Not much.	
62	Everything after a fall, 85 yrs old we are so grateful to have you. Second time!	Can't think of a thing.	
63	Scale of 1-10 - 10 highest		Great service & response Awaiting Insurance to acknowledge
64	Picked me up fast, added a little humor to keep my mind off of situation.	all was well, they helped me relax my result of treatment.	Also since then I've had another x-ray and they found a shadow on my lung, so in the future thanks for the help really. Thank You so much.
65	Listen to my answers		
66	First experience was positive		
67	Everything	I know of nothing that was left undone.	No questions, all was done well, many Thanks
68	Fast Response- 7 minutes from calling 911		
69			The group home where my mother stays says they are very happy with your staff and assistance.
70			I was not present during my mother's transport to Renown.
71	you came when called	I don't think so	
72	Came quickly and explained what was happening.	excellent job	excellent
73	Everything!		Very good
74	Everything was handled professionally.		
75	Very compassionate & kind		
76	The 2 EMT men who came out were very professional and efficient. They explained what they doing at all times.		The dispatcher told my husband not to give me oxygen. I couldn't breath well & there was no choking obstructions and we had oxygen in home. As soon as EMT/Fire Dept came in they gave me oxygen.
77	Great service	Non is good enough	Great service
78	Excellent help good service	Not much	
79	Made transfer from hospital to rehab very comfortable and easy.		
80	Whole process. Dispatch made it work after 5pm.		
81	All your employees were pleasant, patient and compassionate. Thank you!		The paramedics that returned Mom to residence on 1/22 were kind and professional.
82	Everyone was considerate and professional.		
83	Great		Great

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
84	Very attentive and caring	Keep up the good work	Your EMS workers seemed very caring and concerned!! Thank you very much!!
85	Attend to the patient very well.	everything was good	Very good. My responsibility was \$89.31 but I'm sending half so I will have money left to buy food. Thank you very much.
86	The crew got my dad on the plane quickly, gave him ant nausea at take off & landing, monitored vital signs constantly, kind.	Padding on the board dad was laying on would maybe make it more comfortable.	Everyone was so nice and caring.
87	Informative & caring. Prompt and cautious.	Thank the guys for me.	The crew was great and treated me no differently.
88	Very professional and pleasant		
89	Calm dispatcher FAST response, professional, caring staff		Superb service and care. Thank you
90	Everything		
91	Everything		
92			Very good
93	Top notch from beginning to end	Nothing, great job	
94	Everything you so good you need to make more money. You people are the best and so is the Fire Dept.	nothing	
95	everything		
96	Everything went well. My wife had a stroke that morning. I could not accompany her in copter.		I thank everyone did a very professional job! It was very traumatic to me.
97	Helped me when I needed it	nothing	
98	Prompt response		
99	Everything	Don't change a thing.	Don't change a thing.
100	Arrived quickly.	Arrive with warm blankets.	No effort was made to keep the patient warm from the house to the truck on a VERY cold night! Did not appreciate the fir dept with all their gear and giant boots tracking snow and wet thru the house - what a mess!
101	Everything! From time of dispatch to delivery to hospital. REMSA paramedics do an excellent job with me.	Send my bill to Washoe Sheriffs Correctional Facility. The deputies there caused my condition.	I believe the call was requested from Katie at the Correctional Center and she did a great job getting REMSA medics there quickly. Great job REMSA crew! Thank you guys!

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
102	Assisted is at the hospital and escorted us to my father's room in the ER.	We advised your personnel that my father had very thin skin, but they managed to tear his skin severely. They need to be more careful.	
103	They helped my granddaughter she's only 2 1/2 years old.	Just keep doing what your doing.	I would like to tell you she has Medicaid so you can pay for her ride. Send me a letter if you didn't get paid. Thank you.
104			When they lifted my daughter to put her on the bed they did not support her hand and it hit the floor.
105	Great		
106	everything all polite	nothing my husband passed away in Reno VA Hosp	
107	It was a great job thanks!		
108	Response time		
109	Talked Dad into going to the Hospital. Thanks.		Was great!
110	both medics were very polite, considerate AND Courteous. excellent and comforting service.	Keep these two on staff-:)	
111	communicated as to where the patient was being taken as the VA could not admit him.		Thanks for your help.
112	Your staff was wonderful		
113	No Complaints	No Comment	
114	Everything they were wonderful!	Just came when called.	great
115			Personnel- was polite, competent, prepared very co-operative to stay extra hours without notice. Thank you.
116	professional, polite, caring	nothing, I couldn't have asked for more	I wish to thank everyone who came to my aide.
117	Very professional, explanative everything they were doing both to myself and husband	did a great job	Thank you to the paramedics & fire response team. Your response was very fast.
118	All	All good	Very good. Ambulance arrived very quickly.
119	kept checking on me, asking me questions and very compassionate.		
120	You're team did a grate job to stabilize me and get me to the hospital. Thank you.		
121	Made me comfortable in the ambulance	Not put IV on patient's hand	
122	Very; very well	Nothing at this time.	

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
123		Just keep up the good services	Can't thank the people involved enough.
124	REMSA care far exceeded my expectations. Both driver and other medic were great to us.		
125	Everything do very good	Your cant no do any more	
126	Very professional.		Everything was done well. I have been relieved by their help.
127	Went to Saint Mary's Hospital in REMSA for pain.		
128	Very professional, all business, polite and respectful.	Nothing I can think of	I feel very confident about REMSA's service.
129	everything		
130	Kept patient talking during the ride.		
131	Assurance that I would be taken care of well. My well being was prioritized in route to the hospital.	Continue the TLC to ill, distraught patients.	Total professionalism.
132	No requirement necessary.		
133	Very helpful and handled the patient well.		
134	The staff were very attentive throughout the ride. Provided needed care to ease the condition of the patient.		
135	You were here to my house quick and had everything under control.		
136	Came right away.		
137	Came to transport me to Renown quickly.	nothing	Excellent service from the 2 people who took care of me on the way to Renown.
138	Patient care		
139	Patient care	n/a	
140	Very professional and polite. Good at putting patient and family members at ease.		Very satisfied with everything!
141	Was a great crew		crew was great.
142	Everything was great from start to finish.		
143	Everything was excellent	Nothing. Everybody did an excellent job to all the people this concerned.	Everything was excellent!! Staff and all!!
144	Excellent service.		Nothing
145	Thank you very much. Your service was exceptional.		
146	Excellent service	nothing	
147	Service was excellent	nothing.	



	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
148			The respond team was excellent and helped save my life.
149	You cared about me.	Can't imagine it.	Well trained and compliant to your standards. besides, they're cutel! Thanks!
150	The responders were very patient and polite and kind.		
151	Very considerate to me.		
152	The folks who came out were very patient and very understanding; they were a comfort at a very stressful time.		
153	Very caring and professional	They were great!	
154	Transport from NNVH hospital to St Mary's		
155	Very professional, very knowledgeable		
156	Very nice EMS staff.		
157	Everything. You folks are wonderful!		
158	you were very quick and counting the fire dept there were about 6 big guys there to help.	Just be there for us and I appreciate you. i love the Silver Saver.	
159	Patient care		
160	Patient care		
161	The dispatcher asked questions to see how the patient was doing. The EMT were excellent.	A pamphlet on stroke and heart attack would be good to leave at the home.	The ambulance was prompt to arrive and the dispatcher had me open the front door ahead of their arrival.
162	kept me warm		
163	Was 1st experience for me, as far I knew everybody! Things were acceptable for me.	Hope I don't need this type of service again	The medic and her partner were more than good to me.
164	Response time. Overall the men were great!!!		
165	Everything. They even drove into a vicious ice and snow storm to get us there safely.		REMSA and employees are really efficient and caring.
166	You were helpful.		
167	Everything	Don't know of anything	Nothing to say. it was all good.
168	Everything. Your crew are the nicest and the most helpful. I am so impressed with the way they get to relax you so well knowing their jobs.		The best!!!
169	The crew were both professional, kind and compassionate in bringing the patient home from the hospital.		

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
170	Professional, courteous, and kind.		
171	Everything was professional.		
172	I was well informed as to what they were going to do next.		
173	Emotionally supported spouse and very, very efficient in the caring for patient.	Were excellent and efficient.	Responded quickly and efficiently for a fallen stroke patient.
174	Arrived as quick as possible	Was very professional.	
175	Very kind	Keep doing what your doing	staff was very professional and kind.
176	They arrived quickly and were very attentive	I cannot think of anything	They were very kind to me and explained things well.
177	Good knowledge, good help and very professional and kind	They were super!	
178	Everything	Nothing, totally professional.	
179	Excellent	Nothing	
180	Got my baby to the hospital safely.	Communication. I was told I could ride with her to the hospital, then no, then yes. I ended up taking my car.	
181	Medical questions		Service was fine.
182	It was first rate service. The folks involved were very kind, comforting, etc.	I can't think of anything better than what they did.	Very good. Thank you!
183	Tended to my needs very helpful and courteous	nothing	very good.
184	Everything		
185			Pt was transferred from Life Care Center. I wasn't there but thank you for your service.
186	Very good job.		
187	Prompt and caring		
188	EMT's were helpful. They spoke to me. When I am nervous I speak a lot; they listened!		
189	All was done very well. We really appreciated all the help and concern.	Think you do extremely well.	
190	Everything. Have a broken wrist so can't write well.	Can't improve perfect!	
191	Everything	Can't think of anything.	
192	Everything		
193	All was well.		
194	Everything		
195	Very polite and made me feel comfortable.		
196	On time		

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
197	I was not awake. My son said everyone worked fast.		Very good.
198	All of the above	Nothing. Great service.	
199	Great job all around.		
200	Response time was quick.		
201	Cared for me and took me to emergency room		
202	Helped tremendously	Be there.	
203	Very sweet personnel.		
204	Calm me down on way to hospital.	Learn the entrance to the building to serve patients faster.	
205	Attempted to make me comfortable.		
206	Everything	Be there for us.	
207	Talked to my mom and explained to her that her son thought she was not feeling good.		
208	Very prompt, very kind, very effective.		
209	Excellent service and concern by staff.		
210	Response time was ok but could of been a bit faster.	Have compassion training for the EMT who take care of you.	When I was being transported I was in a great deal of pain and not being very pleasant. The female EMT was kind & compassionate. But the male EMT yelled at me saying why are being mean to me I am trying to help you. At that time his understanding and compassion WOULD HAVE BEEN BETTER instead of making me feel guilt and concern for his needs!
211	All		
212	Fast essential help and concern for patient.	Have a nasal pressure clip on board for nosebleeds.	
213	They were kind and caring and very good at calming and explaining things to me	Nothing	Was very please with the care given.
214	Took care of me while taking me to the ER.	Just keep up the good work	Very good.
215	Everything	Just keep on doing what you are doing.	
216	patient services	Nothing as of yet.	
217	made me feel comfortable the whole trip	Get a more comfortable gurney. It really hurt my back.	Care and service was excellent but the gurney was a nightmare.
218	Very caring		

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
219	Organized, polite, respectful	No complaints.	
220	everything, excellent		Excellent
221	Everything	Can't think of one thing. You are the best!	
222	Kind, informative, respectful		
223	All aspects were performed outstanding	keep up the excellent work.	
224	Everything	Nothing	
225	Take care of me and convey information	nothing	It was good.
226	Everyone was very courteous and patient	Don't change.	
227	All of you was great		
228	Thank you so much for your service.		
229	All personnel went out of his/her way to ensure that patient was cared for and that all information was conveyed in Spanish.	All was great	Exceptional.
230	Handled patient gently and with much care. I was comforted by their calm demeanor.	Nothing. You were lovely.	
231	Everything. Wonderful people and so attentive to my pain and need.	Nothing.	I could not have had better care.
232	Very professional but still compassionate!	Keep up the good work!	
233			I was flown out and the male nurses were very efficient.
234	Everything	Nothing	
235	Everything was great, no complaints.		
236	Your service fast and professional		Your personnel was friendly and professional.
237	I was having a unknown heart attack, giving me no symptoms. The doctor gave me a EKG just to rule out my heart for headache/dizzy spells, and she said my EKG was very bad and she was going to call the ambulance to take me to the hospital. The staff of the ambulance filled me in on what was happening. Thank you.		
238	heck yes... ALL paramedics need raises!	Nada.	
239	No comment - overall good.		
240			A special thank to the billing department.

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
241	Transported patient to hospital quickly	Clean the grease off the stair chair feet.	The stair chair left black grease (25) marks on our new carpet.
242	Arrived quickly. Asked about my meds, helped me get out of bed and got me to the hospital.		Used your service several times. Each time everyone did a great job. My thanks to everyone.
243	They took very good care of me. Were very careful in transporting me to the ambulance.	I cannot think of anything.	Everyone was very nice and concerned of my injury.
244	Everything	Service was great	Very professional.
245	Transport went smoothly		none
246	All aspects of service		
247	My whole transfer from South Meadows to Main Renown I had Mitral valve problems, GREAT work!		GREAT!
248	All		
249	Comforting and put patient at ease.	You already doing your best	Thank you for your service
250	Helpful by telling about the problem I was having	Keep doing what you did with my problem.	
251	All staff were understanding	Great as it.	
252	Empathetic, informative, checked back to see how my husband was doing.		I was confident my husband was in good hands because staff was calm, confident, and informative. Thank you!
253	Stayed on phone until emergency staff arrived.	Nothing, staff was completely and totally thorough in their protocol procedures.	Great services were exceptional and appreciated immensely.
254	Everything		
255	They all were so very helpful and take good care of me. Thank you.		
256	Everything	Staff did well	All was well.
257	Everything		
258		Not have to wait 1/2 hour at urgent care	good.
259	Answered the call in a timely manner, crew seemed disinterested.		
260	Responded quickly and provided excellent care. I knew I was in good hands as soon as the crew arrived.	Nothing. You are the best!	I feel very fortunate to have REMSA in our community. I was glad that I could request REMSA without a fire response.
261	The male EMT did everything right. I was very injured, in shock, and his soothing, competent manner helped calm me.	Retrain or fire the female EMT until she learns how to have empathy or at least learns how to fake it!	There was a male and female crew. The male was so kind and helpful! The female stressed me and my husband out even more! She acted like she didn't want to be there and like I was a nuisance!

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
262	The paramedic and his partner were great! My young child was transferred to a different hospital and they were excellent with him.		
263	Showed common courtesy and concern.	Keep up the good work!	Great!!!
264	Everything. They were so gentle with me	The same as always	I have had you several times and always they are super great. Just keep it up. I will not have anyone else.
265	Dr. Chin called for the ambulance.		
266	Everything	Keep up the good work.	
267	EMT's were very helpful to me and my family. Directing them to where I was located in the ER.		
268	Kept me informed	Nothing	
269	Your nurses are great	Can't think of anything.	
270	Transported me safe. Were nice and courteous. Thank you.	Nothing I know of.	Was transferred from VA hospital to Renown, didn't deal with dispatcher or billing.
271	It was my mother who is 76 and they were really friendly and talked to her and made her comfortable because she has dementia.	Nothing. You guys were great.	
272			Service was speedy and competent
273	I was mobile and the trip was without complications.	Everything was fine except for noise in the hallway (there were 6 people)	
274	Great	you do your job well!	
275	Everything	Nothing	
276	Got me to the ER		I have not heard from the billing staff
277	Very well. They calmed me down so much and were very helpful with information.		
278	Courteous and helpful	It is fine now	None.
279	Saved my life		Great work!!!
280	OK	nothing	
281	Everything		
282	Everything. Very courteous, professional and pleasant.	Nothing	The experience was smooth and easy.
283	Got here right away and were very helpful	Everything went well. Nothing I don't think.	Thanks for everything. couldn't have had better service.
284	You were great		
285	Ambulance staff were excellent		
286	Ok	no	
287	Triage, care in route, courteous	Stay the same	

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
288	Got me medical care immediately.	I don't know.	Service was great and I thank the lord for you saving my life.
289	You cared for the patient and they cared for his well being.		
290	Prompt and professional		Excellent
291	Everything		
292	Thoughtful and careful	None better.	
293	Just about everything	Can't think of anything	Ok by me every time so far.
294	Very well, I thank you!		Thanks again!
295	Very professional.		
296	Very sensitive to the problem and family concerns on the patient. Professional, kind, articulated comprehensive dialogue w/ patient and family members	Not a thing!!	Great service to the community.
297	From pick up to drop off the REMSA team did an excellent job	I had no complaints therefore I cannot comment further.	
298			Always polite, caring, and concerned!
299	you were all helpful and made the correct decisions with the patient		Also, when asked, you didn't use sirens into the neighborhood.
300	you do wonderful work.	I can't think of a thing.	Your care and service are great!
301	The man kept me calm and reassured the whole time. The driver was calming and reassuring with my husband.	Not a thing. We were very impressed.	The man told me he picked us from the male driver who hit us a red bull can. Made me feel like the driver was hopped up. Said he had no seat belt, made us feel not guilty. Kudos to your staff!! Guardian angels!
302	Put an IV in! They got it on the first try!	nothing!	
303	Communicate clearly and professionally.	Nothing	Excellent service.
304	Arrived very quickly. Very knowledgeable, asked correct questions, transported quickly.		Crew was excellent. Looked after myself and my wife after we got to the hospital to make sure we were taken care of.
305	Got patient there safely.		
306	Very compassionate to me and my son.	Very thorough.	
307	Acted in a qualified, professional manner.	No complaints	The team acted in a considerate, caring manner.
308	Everything	Keep up the good work.	
309	I was always secure and confident in your personnel to transport me from Reno to Sacramento.	I don't know enough to answer this question.	I was confused and fearful and you got me where I needed to go with a minimum of muss and fuss.
310	Everything and all personnel were very professional.	Continue what your staff is doing.	

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
311	Efficient and very quick from pick up to ER room.		Positive experience.
312	Tone, professional	you were wonderful to me.	
313	everything! They were extremely polite, kind, caring, very patient with me and my family.	Just keep up the excellent work it to be a caring person to do this kind of work.	Extremely professional no doubt. w/no hesitation.
314	Everything		
315	Very caring, Very skilled	thank you for your service!	
316	All was handled very well. Can't say enough about REMSA.	You have it all pretty well controlled.	
317	They are respectful and follow what the family's decision is, what hospital should the patient go.	Keep up the good work and be patient all the time.	
318		offer a direct phone number for REMSA so fire department does not have to come for medical emergency and transport to hospital	
319	Your 2 people were not only helpful but very sympathetic to the terrible situation I was going through. Always asking if I was doing alright.	I did not see any other thing they could have done. They kept me from being scared.	Thank you for having some pretty darn competent people. Very refreshing!
320	Everything	Nothing	
321	You people very nice to me.	You people have good heart	
322	Everything		
323	The attention and care I received.		
324	Very nice		Haven't received bill yet. Hospital reassured me before I was transported to Renown that insurance would definitely cover it. Thank you!
325	The team was professional and had a calm and light demeanor that was very reassuring.	I was completely satisfied.	
326	Everything!		
327	Everything!! Your 2 young men could not have done better. Thank you.		I just have to comment, before my son got off the phone your ambulance was here! I couldn't believe such quick service. Never mind the mean and rude things in the Gazette Journal. You people have and are serving us VERY well. Kudos from an old RN.
328	You got me help	I don't know	
329	Everything	Keep up the good work.	
330	test2	test2	



	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
331	All the above very-very nice personnel!	The patient had a very bad fall Renown South, Reno NV x-ray was taken of her head not her neck- very sore neck- she learns later she has ac-2 fracture! and was treated at Sutter Hospital in CA- and a neck collar was put on! After a cat scan was taken.	
332	Everyone was very polite and helpful. I was very at ease. I have used REMSA many times. I am very well at ease with their work		Everything was very good. I wish more people was this polite. Thank you
333	Everything was just fine	Can't think of anything	
334	Very well		
335	held conversation with patient. Explained what they were doing.	Need to listen to patient. Had to go potty (pee) and made him wait till they got him home. (real discomfort)	The attendants were very pleasant and helpful.
336	Took care of me and suggested that I go to the hospital. I don't see very good I hope you can read this.	None	
337		Do not talk about family all on the job	Good
338			
339	Took over bleeding situation from Hospice nurse, who did not have control- moved fast		
340	All		
341	good service		
342	Nothing!!!	Better attitudes!	Male crew member grabbed my 1 yr olds arm so hard he left marks! Reported to hospital! Told my son to be quiet. Rude to me (the mother). Male crew member was the one with attitude. If he ever comes to my house again, I will absolutely refuse service.
343	Service was excellent and the personnel were caring. Thank you		
344	Everything was done well and they were smooth and reassuring to me.	Nothing you were wonderful.	
345	Everyone was very helpful and made my experience less stressful.	You have done great. Thank you.	
346	Everything was AAA		
347	I only remember pieces of my transport- but I was satisfied with what I do remember.		

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
348	Everything		
349	Made me comfortable		
350	Good service- but too bumpy.	Get a smoother- riding vehicle	Good service
351	Kindness, gentle treatment, explained actions taken swift reply to call, friendly	Nothing could have been done Better	Highly recommend REMSA
352	All	You good	
353	The paramedics were professional, competent caring and respectful.	I couldn't ask to be treated better.	I wouldn't hesitate to call 911 because I know how well trained and prompt the paramedics are- thank you!
354	Everything	Keep doing the same things	Once I had an Asthma attack and you guys saved my life
355	Everyone was very helpful in doing there job and keeping me calm.	They were good to get any better.	I thank you for your professional help & being so polite.
356	Caring, Polite, Considerate,		
357	EMT was very friendly and attentive	Look at insurance card so they will take you to the correct providers hospital	Everyone asks for my social security number. You are not the IRS. I am not sure I have to provide that information.
358	All was well done	nothing	
359	Very professional and friendly toward family. Helpful explaining medical and transport air flight-crew was great	Continue the friendly professional service "Angel flight crew" - God Bless	Excellent. The patient is still in the hospital but continue to do well. Thank you
360	Fast service		
361	Perfect transport. I've used REMSA 6 times in the past 7 years.	Nothing.	
362	Everything! They knew exactly what I needed in every way to ease my fears and anxiety.	I don't know your crew was great.	I don't see where it could or can be improved. Thanks for great service.
363			I really don't remember.
364	Made me feel safe and comfortable		
365	Billing staff was very helpful.	The first person to try and insert IV missed. She seemed new and inexperienced. The man was able to get my vein, 1st try.	Everyone was friendly and professional. It turned out that I just fainted after having stitches removed. I could answer questions fully and was totally aware. I probably did not need the ambulance or 5 hours in emergency. Quite an expensive trip.
366	You apparently got me to hospital so that was good.	Since I was incapacitated, no memory of it, can you send me a written report of incident.	Overall, I appreciate your efforts- I just have no memory of it due to concussion.
367	Very friendly, helpful, patient and calming!	Keep up the good work!	Thank you, the paramedics. You were wonderful!

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
368	Everything everyone was polite and attentive.	You couldn't be better, everyone was wonderful.	
369	You were here in a very timely manner		
370	Family member was contact and very pleased with service		
371	Service was fast- polite, answered questions.	Nothing-	you do a great job
372	Everything- very helpful EMTs were very professional-		
373	Very caring and nice		
374	Everything	you DID a good job	
375	Everything		
376	Very caring and nice. respectful.		
377	the EMT's were kind, caring and professional	This was the best ambulance ride I ever had because the EMTS were great.	
378	Did well "start to finish" my wife was treated gently and professionally.	Continue.	Timely, helpful
379	Quick response	Nothing	
380	Everything		
381	Informative, very polite, respectful and sincere. These boys did what was needed and it was wonderful. Thanks once again		
382	REMSA was very polite, caring courteous and very helpful. Thank you!	These two REMSA employees were great we need more like them very professional.	I can understand people get tired while working, these two kept it together and were still very respectful. Thank you again!
383	Very kind and listened well checked on my insurance for me too!	none!	Very great! took great care of me
384	The responders were so wonderful- with our son who is only 3. They were heaven sent.	NA	
385	made me calmer	keep up the great work you do	I hope the VA pays you great folks at REMSA
386	Everything- always satisfied as one of is going	cant say anything bad	
387	saved his life	Keep up the great service	You are doing an excellent job. Keep it up!
388	Made my grandma feel safe.		
389	Everything	Nothing	
390	all the trips you did to help my father were just fine Thanks		
391	Everything		

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
392	very kind and compassionate. Extremely pleased with service.	NA	
393	Everything	NA	NA
394	Everything	Just as they did	
395	very helpful in emergency		
396	I think your ambulance team was good. Have not had to deal with billing yet. Thank you		
397	You treated my husband with care and compassion. you are helpful-thank you very much	Everything is excellent. Well educated and no different for our race being Hispanic.	All Paramedics are young and handsome, very good people.
398	Everything!	It is not your jobs but the professional staff in Emergency (nurses, doctors, orderlies) are Renown's weakest link.	REMSA care and genuine concern was outstanding; thanks
399	Informing patient about trip to hospital keeping patient warm and comfortable and at ease.	Everything was fine; very professional	
400	Everything	nothing	Both were very personable and extremely helpful. Especially the young lady who tried to protect my dignity at all times.
401	very kind and helpful	I would have appreciated a warm blanket - I was taken out in pj's and on a very icy cold morning.	
402	Everything	Keep doing the same	
403	Everything	Nothing	
404			
405	Everything	Be who you are	
406			
407	Being at our home matter of minutes	Not using the freeway at that time of day	
408			
409	Calm me down		
410	Everything	Keep up the good work.	
411	Quick response!		
412	I felt well cared for. The crew were the only individuals I interacted with and I felt they did a good job.		
413	I don't know, I wasn't very with-it.		

	What Did We Do Well?	What Can We Do To Serve You Better	Description / Comments
414	You came in a hurry and knew what to do! I trusted you to do what was necessary and you did.		
415	Saved my life.		Had heart attack in car, did not wake up until 4-5 days later. But I feel they helped save my life. That is all that matters to me. I wish I could help you more, but I was unconscious during REMSA event.
416	Everything	Nothing	All was great!
417	Everything	Nothing	All was great
418	Very professional.		
419	Talked with me	Thicker blankets!	The female EMT was very good!
420	Took proper action!	keep up the good work!!	
421	You are very prompt and helpful	Keep up being the way you are	I have no complaints from your service
422	Everything	It was all good	
423	Listen to me and my concerns		
424	Staff was very patient, respectful, and kind during the emergency.	Continue excellent service	Excellent service
425	Everything		
426	Everything		
427	Everything	Nothing, everything done was efficient, professional and very kind.	
428	Everything. Nice guys.		
429	Good communication, demeanor, etc, very professional.		
430	Made me feel comfortable and safe.	Not much more than what was done!	Thank you!
431	Arrived at my Doctors office promptly and were very attentive. I felt comfortable and safe with them.	Nothing.	Even after bringing to the ER, they provided me with warm blankets. I very much appreciated this.
432	Everything	Keep up the great work.	
433	Everyone was polite and caring	Nothing	



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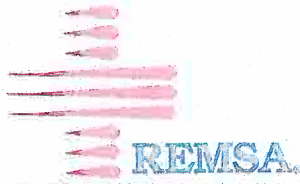
*Regional Emergency Medical Services Authority*

**CARE FLIGHT  
CUSTOMER SERVICE  
FOR  
FEBRUARY 2013**



## CARE FLIGHT CUSTOMER COMMENTS FEBRUARY 2013

	What Did We Do Well	What Can We Do To Serve You Better	Description / Comments
1			Just a good quick flight to get me the care I needed.
2	Everything	Your service was awesome. Thank you.	
3	Everything	it was perfect	Everyone was extremely caring and helpful
4	Got my husband to St. Marys hospital (our preferred) and ultimately saved his life.	Nothing I can think of, you did it all.	This was our 1st experience, but it seemed to take awhile to get to him at SLMC, but then again I was very emotional and every minute seemed like 30 to me.
5	Everything	Nothing	
6	I was scared and they calmed me down and talked to me the whole time. They were nice and asked if I was cold or whatever.		our daughter is mentally challenged D/T TBI. We appreciated the care she received from your staff.
7	Quick and effecient		
8	Everything	Nothing	
9	Everything	Everything was done well	Service in general was excellent, everyone did their job. Thank you.
10	Everything	Keep up the good work.	All of the care and service is excellent.
11	Took great care of patient.	not a thing!	
12	Excellent!		



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*Regional Emergency Medical Services Authority*

**REMSA  
PUBLIC RELATIONS REPORT  
FOR  
FEBRUARY 2013**



**PUBLIC RELATIONS**

**February 2013**

<b>ACTIVITY</b>	<b>RESULTS</b>
Wrote and distributed media advisory regarding REMSA's health fair and 5K run at Scheels.	Channel 2, RGJ and Sparks Tribune ran stories regarding the event.



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Jim

Thank you for your support of the  
1<sup>st</sup> Annual Running Red for Heart!!

It was more successful than I could have  
imagined, and it's because of wonderful  
people and companies like REMSA and  
your staff.

Thank you again,  
Danielle

## Nevada Guard unit heads to Afghanistan

Written by Gerald Miller

Mar 03



*Sargent Alan Sharp gives his wife a kiss as she holds six month old Walker at the 1/168th MEDEVAC deployment ceremony held on Sunday, March 3rd at the Army Aviation Support Facility. About 40 members of the Nevada Army National Guard's 1/168th MEDEVAC are set to depart for an approximately nine-month deployment to Afghanistan in support of Operation Enduring Freedom.*

Sargent Alan Sharp gives his wife a kiss as she holds six month old Walker at the 1/168th MEDEVAC deployment ceremony held on Sunday, March 3rd at the Army Aviation Support Facility. About 40 members of the Nevada Army National Guard's 1/168th MEDEVAC are set to depart for an approximately nine-month deployment to Afghanistan in support of Operation Enduring Freedom. / Tom R. Smedes/Special to RGJ

Soldiers of the 1/168th MEDEVAC stood in formation before their families, friends and Gov. Brian Sandoval in Reno on Sunday to show they were ready for their third deployment to Afghanistan.

About 40 Nevada Army National Guard soldiers plans to leave Tuesday with six UH-60 Black Hawk helicopters as medical evacuation support in Regional Command-

West.

Among those leaving on the approximate nine-month deployment are 20 parents and four females.

Brig. Gen. Frank Gonzales not only sent the battalion off, but was among those parents saying farewell to someone—his daughter, Lt. Kandace Gonzales.

"In a career, you never see somebody actually send their children to war," he said. "It's the first time in Nevada history I'm sure. Who knew I'd be sitting here and she'd be flying helicopters. It makes it a reality. It's an interesting thing that now it's really hitting home. It's no longer that you're sending somebody else's sons and daughters over, you're sending my own, my first born."

Gonzales said he will celebrate when they return.

"What I worry about is the war is coming to a close," he said. "It's the most volatile time. You've got people up in aircraft and right in the middle as we're slowing the whole process. It gets real dangerous.

I can't wait until they all get back."

Karen Wagner said it's "painful" to see her husband, Capt. Andrew Wagner, leave again.

"I'm proud of him, but it's just painful to see him go for so long, especially when I'm expecting another baby," said Wagner, who is expecting to deliver in June. "It's going to be OK. I'll keep telling the baby all about him."

Although every mission is different, Capt. Wagner said it's easier having the experience and knowing what to expect.

"But it's never easy leaving family and everything else behind," the unit commander said. "That actually gets harder."

Sunday's deployment ceremony was at the Army Aviation Support Facility in Stead.

The 1/168th MEDEVAC, which evacuated more than 1,000 U.S. soldiers, local nationals, and coalition forces during its last deployment, also was recognized nationally for its preparedness.

State command Sgt. Major Daryl Keithley proudly told the story of when he was stopped by the head medical doctor and the hospital at Bagram Air Base in Afghanistan.

"He told me what a great job they did and that there was absolutely no question that when they were in the field that they (soldiers) were getting the best medical treatment possible there," he said.

"And when 82nd airborne came in, he had to take doctors out of his hospital and put them on the helicopters. He actually got a hold of our active duty army and asked how can a National Guard unit be that much superior than our active duty."



Keithley said the reason was that instead of just having the emergency medical technician certification, REMSA had helped get every soldier 1/168th paramedic certified.

"Now it's a requirement through all the branches that if you're in a medevac you have to be paramedic certified," he said. "Nevada set the standard and got a whole new requirement completely set up for active duty to make sure our soldiers get the best medical treatment possible in the field."

Sandoval sent the soldiers off, letting them know he admired and respected them.

He used the words of President Abraham Lincoln from a letter he wrote Dec. 2, 1863: "Honor to the soldier, and sailor everywhere, who bravely bears his country's cause. Honor also to the citizen who cares for his brother in the field, and serves, as he best can, the same cause — honor to him, only less than to him, who braves, for the common good, the storms of heaven and the storms of battle."

"To every member of the 168th, God speed," the governor said. "We owe you the gratitude of the state and nation and you will be in our prayer throughout the coming weeks and months."

## TriData EMS Authority Summary

Create a lead EMS Agency, under the District Board of Health (and District Health Officer) to provide oversight over the entire EMS system, while maintaining the organizational identify of the individual provider services. Alternatively, oversight could be provided by another Washoe County public safety agency.

This system should include:

- EMS Manager,
- EMS Medical Director,
  - With oversight and authority over the quality of care for the entire system,
  - Qualifications listed on Page 18 of original report,
  - Continue to use PMAC as advisory, and
- Sufficient staff to provide regulation and oversight of access, clinical care, administration, quality management; and education and training, disaster management and evaluation. Include EMS Information Specialist, EMS Quality Manager, and EMS Education and Training Manager.
  - Implement a Countywide EMS Records Management System that links CAD and dispatch data and provides the necessary information so that system managers can make informed decisions about the EMS system based on fractile response data.
  - Create a data management program to generate valid, reliable, accurate, and timely information to describe the entire EMS event for the County and provide real time feedback to response agencies and the community
  - Cooperate with other public health and public safety and community resources to produce injury and illness surveillance reports that can be used to focus EMS efforts.
- Funding: EMS Agency partially funded by funds collected for EMS contract performance standard violations should be used to offset EMS oversight costs incurred by the Washoe County DBOH.
- Components: All organizations from PSAPs to healthcare systems that provide EMS in Washoe County should be part of the county wide system.
- Legislation: Work to assure the passage of legislation or administrative regulation providing legal protection to all constituents participating in local EMS quality management programs.
- Created by: The Board of County Commissioners (NOTE: This authority has to come from both cities and the county).
- Training: The EMS agency should enter into an agreement with REMSA for the provision of county-wide EMS Education and Training; granting of function privileges would remain under control of the local agency and its medical director. Local agencies could opt out of or augment REMSA provided education and training. Regulatory oversight of the education and training processes would be the responsibility of the Washoe County EMS Manager and EMS Medical Director. REMSA could provide these services cost-free in exchange for EMS first responder services being provided by Cities and Fire District.



# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



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

**DATE:** March 28, 2013

**TO:** District Board of Health

**FROM:** Kevin Dick, Director  
Air Quality Management Division

**SUBJECT:** Public Hearing: Proposed approval and adoption of the revisions to "The Washoe County Portion of the Nevada State Implementation Plan to Meet the Sulfur Dioxide Infrastructure SIP Requirements of Clean Air Act Section 110(a)(2)."

Agenda Item: 13

### Staff Recommendation

Approve and adopt revisions to "The Washoe County Portion of the Nevada State Implementation Plan to Meet the Sulfur Dioxide Infrastructure SIP Requirements of Clean Air Act Section 110(a)(2)."

### Background

The U.S. Environmental Protection Agency (EPA) establishes health based national ambient air quality standards (NAAQS) for six criteria pollutants including Sulfur Dioxide (SO<sub>2</sub>). The Clean Air Act (CAA) directs states to address basic State Implementation Plan (SIP) requirements to implement, maintain, and enforce the NAAQS. Many of the CAA Section 110(a)(2) SIP elements relate to the general information and authorities that constitute the "infrastructure" of a state's air quality management program. States are required to submit an Infrastructure SIP (I-SIP) within three years after promulgation of a new or revised standard. In 2010, EPA substantially strengthened the lead NAAQS by promulgating a new health-based 1-hour primary standard of 75 ppb.

This I-SIP is a summary of current air quality management elements in Washoe County's portion of the Nevada SO<sub>2</sub> SIP. It includes air quality regulations and programs demonstrating the Health District's ability to meet these CAA requirements. On February 28, 2013, EPA provided comments on the 2012 Annual Monitoring Network Plan. These comments are included in Appendix A of the draft I-SIP dated March 13, 2013 which is an update to the original draft dated February 27, 2013.

To reduce printing resources and expenses, the I-SIP is not included with this staff report. The document is 36 pages and can be accessed from the "News & Events" section of the Air Quality Management Division website, [www.ourcleanair.com](http://www.ourcleanair.com). The original draft dated February 27, 2013 and updated draft dated March 13, 2013 are both available at the website. A hard copy is also available by contacting Mr. Daniel Inouye of AQMD at (775) 784-7214 or [dinouye@washoecounty.us](mailto:dinouye@washoecounty.us).

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DBOH AGENDA ITEM NO. 13

If the I-SIP is approved and adopted, it will be submitted to EPA through the Nevada Division of Environmental Protection as a revision to the Washoe County portion of the Nevada SO2 SIP. A notice of today's public hearing was published in the Reno Gazette-Journal on February 22, March 13, and March 25, 2012.

Recommended Motion

Move to approve and adopt revisions to "The Washoe County Portion of the Nevada State Implementation Plan to Meet the Sulfur Dioxide Infrastructure SIP Requirements of Clean Air Act Section 110(a)(2)" and direct Staff to forward it to EPA as an amendment to the Washoe County portion of the Nevada SO2 State Implementation Plan.

Alternatives

The District Board of Health may:

1. Elect not to adopt the revision to the I-SIP; or
2. Continue this public hearing and direct Staff to research some portion of the I-SIP and report back to the Board at a future meeting.



Kevin Dick, Division Director  
Air Quality Management

KD/DI: ma

The Washoe County Portion of the  
Nevada State Implementation Plan to Meet the  
Sulfur Dioxide Infrastructure SIP Requirements of  
Clean Air Act Section 110(a)(2)

March 28, 2013

Washoe County Health District  
Air Quality Management Division  
P.O. Box 11130  
Reno, Nevada 89520-0027  
(775) 784-7200  
[www.ourcleanair.com](http://www.ourcleanair.com)



## Acronyms and Abbreviations

AQS	Air Quality System
CAA	Clean Air Act
CSAPR	Cross-State Air Pollution Rule
CFR	Code of Federal Regulations
CO	Carbon Monoxide
DMV	Department of Motor Vehicles
EPA	U.S. Environmental Protection Agency
FR	Federal Register
HA	Hydrographic Area
I-SIP	Infrastructure State Implementation Plan
NAAQS	National Ambient Air Quality Standard
NDEP	Nevada Division of Environmental Protection
NO <sub>2</sub>	Nitrogen Dioxide
NRS	Nevada Revised Statute
NSR	New Source Review
O <sub>3</sub>	Ozone
Pb	Lead
PM <sub>2.5</sub>	Particulate Matter less than or equal to a nominal 2.5 microns in aerodynamic diameter
PM <sub>10</sub>	Particulate Matter less than or equal to a nominal 10 microns in aerodynamic diameter
PSD	Prevention of Significant Deterioration
SIP	State Implementation Plan
SLAMS	State and Local Air Monitoring Station
SO <sub>2</sub>	Sulfur Dioxide
USC	United States Code
WCDBOH	Washoe County District Board of Health
WCAQMD	Washoe County Health District - Air Quality Management Division

## Introduction and Background

Sections 110(a)(1) and (2) of the federal Clean Air Act (CAA), 42 USC § 7410(a)(1) and (2) hereafter referred to as the “Infrastructure” State Implementation Plan (I-SIP) requirements, requires states and delegated local agencies to submit an implementation plan to the U.S. Environmental Protection Agency (EPA) demonstrating their ability and authority to implement, maintain, and enforce each National Ambient Air Quality Standard (NAAQS). Section 110(a)(1) addresses the timing requirement for the submissions of the I-SIP. Washoe County is required to submit an I-SIP to EPA not later than 3 years after promulgation of a new or revised NAAQS regardless of whether or not the local jurisdiction has any nonattainment areas.

Section 110(a)(2) lists the required elements that cover the I-SIP. These elements include: enforceable emission limitations, air quality modeling, enforcement programs, ambient air monitoring programs, and confirmation of adequate personnel, resources and legal authorities. The following elements are addressed in this I-SIP:

- Enforceable Emission Limitations and Other Control Measures (110(a)(2)(A))
- Air Quality Monitoring, Compilation, Data Analysis, and Reporting (110(a)(2)(B))
- Enforcement and Stationary Source Permitting (110(a)(2)(C))
- Interstate Transport (110(a)(2)(D))
- Resources, Conflict of Interest, and Emergency Backstop (110(a)(2)(E))
- Stationary Source Emissions Monitoring and Reporting (110(a)(2)(F))
- Emergency Powers and Contingency Plans (110(a)(2)(G))
- SIP Revision For Revised Air Quality Standards or New Attainment Methods (110(a)(2)(H))
- SIP Revisions for New Nonattainment Areas (110(a)(2)(I))
- Consultation and Public Notification (110(a)(2)(J))
- Air Quality Modeling and Reporting (110(a)(2)(K))
- Major Stationary Source Permitting Fees (110(a)(2)(L))
- Consultation with Local Entities (110(a)(2)(M))

This I-SIP addresses Washoe County’s portion of the State of Nevada’s requirements for the 2010 Sulfur Dioxide (SO<sub>2</sub>) NAAQS.

Table 1  
 Current CAA 110(a)(2)(A)-(M) Requirements in the  
 Washoe County Portion of the Nevada Infrastructure SIP for the  
 2010 Sulfur Dioxide NAAQS, Unless Otherwise Noted

Element (A)	<p><u>Enforceable emission limits and other control measures:</u>          Requires SIPs to include enforceable emission limits and other control measures, means, or techniques, and schedules for compliance.</p>
<p>WCDBOH Regulations Governing Air Quality Management (Regulation) Section 020.005 (See 38 FR 12702) authorizes the Control Officer to enforce all SIP measures including the following previously submitted Sections:          030.000; 030.005; 030.010; 030.015; 030.025; 030.030; 030.110; 030.115(1), (5), and Subsection B; 030.1201; 030.205; 030.215; 030.245; 030.250 (See 46 FR 21758); 030.300; 030.305; 030.310; 030.3101-3105; 030.3107; 030.3108 (See 46 FR 43141); 030.218, 030.230, and 030.970A (See 77 FR 60915); 040.070; 040.075; 040.080; 040.085; 040.090 (See 46 FR 21758); and 050.001 (See 72 FR 33397).</p> <p>The following Sections have not been submitted as part of the SIP, but have been adopted by the WCDBOH and further support this element requirement (See Attachment B):          020.0051 (Board of Health - Powers and Duties); and          020.020 (Control Officer - Powers and Duties).</p>	
Element (B)	<p><u>Ambient air quality monitoring/data system:</u>          Requires SIPs to provide for establishment and operation of ambient air quality monitors, collection and analysis of ambient air quality data, and to make these data available to EPA upon request.</p>
<p>The WCAQMD operates an ambient air monitoring network in accordance with 40 CFR 58. The network is reviewed annually pursuant to 40 CFR 58.10 to ensure it meets ambient air monitoring objectives (See Attachment A).</p>	

Element (C)	<p><u>Program for enforcement of control measures:</u> Requires SIPs to include a program providing for enforcement of all SIP measures and the regulation of construction of new and modified stationary sources as necessary to assure that the NAAQS are achieved, including a permit program as required in Parts C and D.</p>
<p>WCDBOH Regulation Section 020.005 (See 38 FR 12702) authorizes the Control Officer to enforce all SIP measures including the following previously submitted Sections: 030.000; 030.005; 030.010; 030.015; 030.025; 030.030; 030.110; 030.115(1), (5), and Subsection B; 030.1201; 030.205; 030.215; 030.245; 030.250 (See 46 FR 21758); 030.300; 030.305; 030.310; 030.3101-3105; 030.3107; 030.3108 (See 46 FR 43141); 030.218, 030.230, and 030.970A (See 77 FR 60915); 040.070; 040.075; 040.080; 040.085; 040.090 (See 46 FR 21758); and 050.001 (See 72 FR 33397).</p> <p>The following Sections have not been submitted as part of the SIP, but have been adopted by the WCDBOH and further support this element requirement (See Attachment B): 010.1303 (Regulated Air Pollutant); 020.0051 (Board of Health - Powers and Duties); 020.020 (Control Officer - Powers and Duties); 030.002 (Construction or Modification of Permitted Operations); 030.500 (New Source Review (NSR) Applicability); 030.502 (Review for Emission Limitation Compliance); 030.503 (Conditions for Approval); 030.504 (Emission Offset Ratios); 030.505 (Completeness of Application); 030.506 (Requirements for Public Notice); 030.507 (Comments); 030.508 (Final Action); and 030.905 (Sources Requiring Part 70 Permits).</p> <p>On March 3, 2008, the WCAQMD received full delegation of the federal PSD program (See Washoe County 2006 PM<sub>2.5</sub> NAAQS I-SIP, Attachment C, submitted December 4, 2009) and is incorporated into Nevada's SIP (40 CFR 52.1485).</p>	

<p>Element (D)</p>	<p><u>Interstate transport provisions:</u> Requires SIPs to contain adequate provisions prohibiting emissions generated within the state from contributing significantly to nonattainment in, or interfering with maintenance by, any other state with respect to the NAAQS, or from interfering with measures required to be included in the SIP of any other state to prevent significant deterioration or to protect visibility.</p>
<p>Gina McCarthy, Assistant Administrator of the EPA issued a memo on November 19, 2012 to EPA Air Division Directors, Regions 1-10, regarding states' and EPA's obligations with respect to the requirements of (D)(i)(I). Ms. McCarthy notes:</p> <p style="padding-left: 40px;">“I would also like to note that the recent CSAPR decision made certain holdings regarding the requirement for states to submit SIPs addressing the provisions of Clean Air Act section 110(a)(2)(D)(i)(I), the good neighbor provision that addresses upwind emissions linked to NAAQS attainment problems in downwind states. The decision states that a SIP cannot be deemed deficient for failing to meet the good neighbor obligation before the EPA quantifies that obligation. Although we have filed a petition for rehearing of the Court's decision, including this element of the decision, and although the mandate for that decision has not yet been issued, we intend to act in accordance with the decision during the pendency of the appeal. Therefore, at this time the EPA does not intend to make findings that states failed to submit SIPs to comply with section 110(a)(2)(D)(i)(I). To the extent that states may inquire about their obligations to submit SIPs addressing this provision, we believe it would be appropriate to convey that at this time we do not intend to make such findings with respect to section 110(a)(2)(D)(i)(I).”</p> <p>Because EPA has not informed Nevada of its contribution to any ozone NAAQS attainment problem in downwind states, the WCAQMD concludes that it is not obligated to address this requirement at this time.</p>	
<p>Element (E)</p>	<p><u>Adequate resources:</u> Requires SIPs to provide necessary assurances for adequate personnel, funding, and authority under state law to carry out its SIP, to contain requirements addressing potential conflicts of interest, and to provide necessary assurances that the state retains responsibility for ensuring adequate implementation of the SIP where the state relies on a local or regional government for implementation of any SIP provision.</p>
<p>NRS 445B.500 authorizes the WCDBOH to implement and administer air quality management programs within the geographic boundaries of Washoe County. These programs are managed through the WCAQMD. For the most recent fiscal year (2011-12), the WCAQMD consisted of 19 allocated full-time staff. Primary funding sources are: 1) Operating permit fees; 2) EPA grants; 3) Nevada DMV funds; and 4) the City of Reno, City of Sparks, and County of Washoe via an inter-local agreement with the Washoe County Health District (See Washoe County 2006 PM<sub>2.5</sub> NAAQS I-SIP, Attachment D, submitted December 4, 2009).</p>	

<p>Element (F)</p>	<p><u>Stationary source monitoring system:</u> Requires SIPs to establish a system to monitor emissions from stationary sources, to submit periodic emissions reports, to correlate the emissions reports with the corresponding SIP emission limits and standards, and to make emissions reports available to the public.</p>
<p>WCDBOH Regulation Section 020.005 (See 38 FR 12702) authorizes the Control Officer to enforce all SIP measures including the following previously submitted Sections related to authority for stationary source monitoring and reporting: 030.210; 030.250 (See 46 FR 21758); and 030.218, 030.230; 030.235, and 030.970A (See 77 FR 60915).</p> <p>The following Sections have not been submitted as part of the SIP, but have been adopted by the WCDBOH and further support this element requirement (See Attachment B): 020.0051 (Board of Health - Powers and Duties); and 020.060 (Sampling and Testing).</p>	
<p>Element (G)</p>	<p><u>Emergency episodes:</u> Requires SIPs to provide for authority to address activities causing imminent and substantial endangerment to public health and to provide for adequate contingency plans to implement such authority.</p>
<p>Emergency powers are authorized under WCDBOH Regulation 050.001 (Emergency Episode Plan) (See 72 FR 33397). In addition, general emergency powers are provided in Nevada's SIP in NRS 445B.560.</p>	
<p>Element (H)</p>	<p><u>Future SIP revisions:</u> Requires SIPs to provide for SIP revisions in response to changes in the NAAQS, or availability of improved methods for attaining the NAAQS, and in response to an EPA finding that the SIP is substantially inadequate.</p>
<p>WCDBOH Regulation Section 020.005 (See 38 FR 12702) authorizes the Control Officer to enforce Section 020.0051 (Board of Health - Powers and Duties) which provides the WCDBOH the authority to revise a SIP "to achieve and maintain levels of air quality to protect human health".</p>	
<p>Element (I)</p>	<p><u>SIP revisions for new non-attainment areas:</u> Requires SIP revisions to meet the applicable Part D requirements relating to non-attainment areas.</p>
<p>The WCAQMD commits to submit SIP revisions whenever the county, or portions of the county, are newly designated non-attainment for any federal NAAQS.</p>	

Element (J) [§121]	<u>Consultation with government officials, public notification, PSD and visibility protection:</u> Requires states to provide a process for consultation with local governments and Federal Land Managers carrying out NAAQS implementation requirements; . . .
<p>All SIP elements are adopted by the WCDBOH before being formally submitted as the Washoe County portion of the Nevada SIP. Participation by local political subdivisions is authorized by WCDBOH Regulation Section 020.005 (See 38 FR 12702) and an inter-local agreement between the City of Reno, City of Sparks, and the County of Washoe, Nevada (See Washoe County 2006 PM<sub>2.5</sub> NAAQS I-SIP, Attachment D, submitted December 4, 2009). This inter-local agreement requires that the WCDBOH include one elected official from each of the three political subdivisions in Washoe County. The WCAQMD is committed to include all stakeholders, such as local governments and federal land managers, in the SIP development process.</p>	
Element (J) [§127]	. . . requires SIPs to notify the public if NAAQS are exceeded in an area and to enhance public awareness of measures that can be taken to prevent exceedances; and . . .
<p>WCDBOH Regulation Section 050.001 (See 72 FR 33397) authorizes the WCAQMD to advise the public on measures that are taken to reduce their exposure during elevated air pollutant concentrations. Near-time ambient air monitoring data are posted on the WCAQMD website (www.ourcleanair.com). A Trends report, which summarizes monitored ambient air quality in Washoe County, is prepared annually and also posted on the WCAQMD website.</p>	
Element (J) [Part C PSD / Visibility]	. . . requires SIPs to meet applicable requirements of Part C related to prevention of significant deterioration and visibility protection.
<p>On July 31, 2007, EPA's approval of Nevada's interstate transport SIP (CAA 110(a)(2)(D)(i)) for the 8-hour O<sub>3</sub> and PM<sub>2.5</sub> NAAQS promulgated in July 1997 was published in the Federal Register (See 72 FR 41629). Also, Article 13 of Nevada's SIP, "General Provisions for the Review of New Sources," requires an environmental evaluation before a registration certificate may be issued. Finally, on March 3, 2008, the WCAQMD received full delegation of the federal PSD program (See Washoe County 2006 PM<sub>2.5</sub> NAAQS I-SIP, Attachment C, submitted December 4, 2009) and is incorporated into Nevada's SIP (40 CFR 52.1485).</p>	

<p>Element (K)</p>	<p><u>Air quality modeling/data:</u> Requires SIPs to provide for the performance of air quality modeling for predicting effects on air quality of emissions of any NAAQS pollutant and the submission of such data to EPA upon request.</p>
<p>WCDBOH Regulation Section 030.235 (Requirements for Source Sampling and Testing) (See 77 FR 60915) authorizes the Control Officer to require operators provide source stack testing or other types of testing to determine the quantity and effect of emissions produced by a stationary source.</p> <p>In addition, the following Section has not been submitted as part of the SIP, but have been adopted by the WCDBOH and further support this element requirement (See Attachment B): 030.503 (Conditions for Approval).</p>	
<p>Element (L)</p>	<p><u>Permitting fees:</u> Requires SIPs to require each major stationary source to pay permitting fees to cover the cost of reviewing, acting upon, implementing and enforcing a permit until such fee requirement is superseded by EPA approval of a fee program under Title V of the CAA.</p>
<p>Permitting fees are authorized under WCDBOH Regulation Sections 030.210 (See 46 FR 21758) and 030.310 (See 46 FR 43141).</p>	
<p>Element (M)</p>	<p><u>Consultation/participation by affected local entities:</u> Requires SIPs to provide for consultation and participation in SIP development by local political subdivisions affected by the SIP.</p>
<p>All SIP elements are adopted in a public hearing by the WCDBOH before being formally submitted as the Washoe County portion of the Nevada SIP. Participation by local political subdivisions is authorized by WCDBOH Regulation Section 020.005 (See 38 FR 12702) and an inter-local agreement between the City of Reno, City of Sparks, and the County of Washoe, Nevada (See Washoe County 2006 PM<sub>2.5</sub> NAAQS I-SIP, Attachment D, submitted December 4, 2009). This inter-local agreement requires that the WCDBOH include one elected official from each of the three political subdivisions in Washoe County.</p>	



Attachment A

Letter from Matthew Lakin (EPA Region IX) to Daniel Inouye (WCAQMD) Regarding the  
"2012 Annual Monitoring Network Plan" (February 28, 2013)

DRAFT (revised Appendix A)  
March 13, 2013



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY  
REGION IX  
75 Hawthorne Street  
San Francisco, CA 94105  
FEB 28 2013

Mr. Daniel Inouye, Branch Chief  
Monitoring and Planning  
Air Quality Management Division  
Washoe County Health District  
P.O. Box 11130  
Reno, NV 89520-0027

Dear Mr. Inouye:

Thank you for your submission of the Washoe County Health District, Air Quality Management Division's 2012 Ambient Air Monitoring Network Plan in July 2012. Based on the information provided in the plan, EPA approves all portions of the network plan except those specifically identified below.

Annual network plans are important documents for regulatory purposes (e.g., State Implementation Plans, designations and redesignations) and public information, in addition to the myriad uses by the air districts. EPA is revising the review process for annual network plans to specifically check and document the comprehensive set of items that are required to be included in the annual network plans per 40 CFR 58.10 in a consistent manner. We have created a checklist that lists all these items and have included it as Attachment A. While the items in the checklist are required by EPA regulations, we acknowledge that we have not specifically requested some of this information in previous annual network plan reviews. We recognize that your plan may not have all the items that we have currently identified and hope to work with you on the inclusion of these items in future plans. To facilitate these changes, EPA has provided detailed feedback in the checklist where information should be included or revised in next year's plan.

Please note that we cannot approve portions of the annual network plan for which the information in the plan is insufficient to judge whether the requirement has been met, or for which the information, as described, does not meet the requirements as specified in 40 CFR 58.10 and the associated appendices. EPA Region 9 also cannot approve portions of the plan for which the EPA Administrator has approval authority. Accordingly, we are not acting on the specific portions of your agency's annual network plan listed in Attachment B.

In addition to the checklist and list of specific plan elements where EPA Region 9 is not taking action, enclosed are additional detailed comments on the plan (Attachment C). All of the comments in Attachments A, B, and C should be addressed in next year's network plan. If you

have any questions regarding this letter or the enclosed comments, please feel free to contact me at (415) 972-3851 or Elfego Felix at (415) 947-4141.

Sincerely,



Matthew Lakin, Manager  
Air Quality Analysis Office

**Enclosures:**

- A. Annual Air Monitoring Network Plan Checklist
- B. Elements where EPA is Not Taking Action
- C. Additional Detailed Comments

cc: Julie Hunter, AQMD  
Craig Petersen, AQMD  
Kevin Dick, AQMD

DRAFT (revised Appendix A)  
March 13, 2013

## Attachment A: Annual Air Monitoring Network Plan Checklist

Year: 2012

Agency: Washoe County AQMD

40 CFR 58.10(a)(1) requires that each Annual Network Plan (ANP) include information regarding the following types of monitoring stations including FRM, FEM, and ARM monitors that are part of SLAMS, NCore stations, STN station stations, and/or, in serious, severe and extreme ozone nonattainment areas, PAMS stations, and SPM monitoring stations.

40 CFR 58.10(a)(1) further directs that, "The plan shall include a statement of purposes for each monitor and evidence that each monitor meets the requirements of appendices A, C, D, and E of this part, where applicable." On this basis, revised requirements listed in 58.10 along with those in Appendices A, C, D, and E.

EPA Region 9 will not take action to approve or disapprove any item for which Part 58 grants approval authority to Regional Administrators, but we will do a check to see if the required information is included and correct. The items that Regional Administrators are responsible for are: PAMS, NCore, Speciation (STN/CSN), and NO2 requirements including near road, area-wide, and background.

Please note that this checklist summarizes many of the requirements of 40 CFR Part 58, but does not substitute for the full contents of the rule. The checklist contents provide a binding determination of compliance with those requirements. The checklist is subject to revisor comments on its contents and structure.

### Key:

White = meets the requirement

Grey = Requirement not applicable for this year's plan

Yellow = does not meet or cannot judge the requirement – action requested in next year's plan or outside the ANP process

Green = meets the requirement but action requested to improve next year's plan

	ANP requirement	Citation within 40 CFR 58	Was the info submitted? <sup>1</sup> If yes, page #s. Flag if incorrect <sup>2</sup> ?	Does the information provided <sup>3</sup> meet the req? <sup>4</sup>	Notes
1.	Submit plan by July 1 <sup>st</sup>	58.10 (a)(1)	Yes	Yes	Plan submit by or prior to
2.	Statement of purpose for each monitor	58.10 (a)(1)	Yes, p.11, 14, 17, 20, 23, 29, 32, 36	Yes	
3.	30-day public comment / inspection period	58.10 (a)(1), 58.10 (a)(2)	Yes, p.1	Yes	
4.	Modifications to SLAMS network – case when we are not approving actual system modifications (i.e., we will do it outside the ANP process <sup>5</sup> )	58.10 (a)(2) 58.10(e)	N/A	N/A- no such modifications proposed.	
5.	Modifications to SLAMS network – case when we are approving actual system modifications per 58.14(c)	58.10 (a)(2) 58.10 (b)(5) 58.10(e) 58.14 (c)	Yes, p.9	Yes	The network require EPA acceptable.
6.	Does plan include documentation (e.g., attached approval letter) for system modifications that have been approved since last ANP approval?		N/A	N/A	Suggest incl EPA approv modification
7.	NCore plan submitted to Admin. by 7/1/2009	58.10 (a)(3)	N/A		
8.	NCore site operational (by December 2010)	58.10 (a)(3)	Yes, p.3	NA- HQ approval	Please report taken at the from Attach
9.	Pb plan for ≥1.0 tpy sources submitted by 7/1/2009	58.10 (a)(4)	N/A		
10.	Pb site for ≥1.0 tpy sources operational by 1/1/2010	58.10 (a)(4)	N/A		
11.	Pb plan for 0.5-1.0 tpy submitted by 7/1/2011	58.10 (a)(4)	N/A		
12.	Pb site for 0.5-1.0 tpy sources operational by 12/27/2011	58.10 (a)(4)	N/A	N/A- no Pb monitoring requirement	Please provi AQMD does requirement
13.	NO2 plan for area-wide and RA40 sites submitted by 7/1/2012	58.10 (a)(5)	N/A	N/A- no requirement for AQMD	
14.	NO2 area-wide and RA40 sites operational by	58.10 (a)(5)	N/A		

<sup>1</sup> Response options: N/A (Not Applicable), Yes, No, Incomplete, Incorrect. The responses "Incomplete" and "Incorrect" assume that some info

<sup>2</sup> To the best of our knowledge.

<sup>3</sup> Assuming the information is correct

<sup>4</sup> Response options: N/A (Not Applicable) – [reason], Yes, No, Insufficient to Judge.

<sup>5</sup> See 58.14(c)

	<b>ANP requirement</b>	<b>Citation within 40 CFR 58</b>	<b>Was the info submitted?<sup>1</sup> If yes, page #s. Flag if incorrect<sup>2</sup>?</b>	<b>Does the information provided<sup>3</sup> meet the req?<sup>4</sup></b>	<b>Notes</b>
	1/1/2013				
15.	NO <sub>2</sub> plan for near-road sites submitted by 7/1/2012	58.10 (a)(5)	N/A	N/A- no requirement for AQMD	
16.	NO <sub>2</sub> near-road sites operational by (N/A until 2013 or 2014 plans)	58.10 (a)(5)	N/A		
17.	SO <sub>2</sub> plan for PWEI sites submitted by 2011	58.10 (a)(6)	N/A		
18.	SO <sub>2</sub> sites operational by 1/1/2013	58.10 (a)(6) and 58.13(d)	N/A		
19.	CO plan for 2015 near-road sites submitted by 7/1/2014	58.10 (a)(7) and 58.13(e)(1)	N/A		
20.	CO sites for first phase of CO monitors operational by 1/1/2015	58.10 (a)(7) and 58.13(e)(1)	N/A		
21.	CO plan for 2017 near-road sites by 7/1/2016	58.10 (a)(7) and 58.13(e)(2)	N/A		
22.	CO sites for first phase of CO monitors operational by 1/1/2017	58.10 (a)(7) and 58.13(e)(2)	N/A		
23.	AQS site identification number for each site	58.10 (b)(1)	Yes, p.11, 14, 17, 20, 23, 29, 32, 36	Yes	
24.	Location of each site: street address and geographic coordinates	58.10 (b)(2)	Yes, p.11, 14, 17, 20, 23, 29, 32, 36	Yes	
25.	Sampling and analysis method(s) for each measured parameter	58.10 (b)(3)	Yes, p.13, 16, 19, 22, 25-28, 31, 34-35, 38	Yes	
26.	Operating schedule for each monitor (see items 62-66)	58.10 (b)(4)	Yes, p.13, 16, 19, 22, 25-28, 31, 34-35, 38	Yes	
27.	Any proposals to remove or move a monitoring station within a period of 18 months following plan submittal	58.10 (b)(5)	Yes, p.9	Yes	See #5 ab
28.	Scale of representativeness for each monitor as defined in Appendix D	58.10(b)(6); App D	Yes, p.13, 16, 19, 22, 25-28, 31, 34-35, 38	Yes	

	ANP requirement	Citation within 40 CFR 58	Was the info submitted? <sup>1</sup> If yes, page #s. Flag if incorrect <sup>2</sup> ?	Does the information provided <sup>3</sup> meet the req? <sup>4</sup>	Notes
29.	Identification of sites suitable and sites not suitable for comparison to the annual PM2.5 NAAQS as described in Part 58.30	58.10 (b)(7)	Yes, p.27-28, 35	Yes	
30.	MSA, CBSA, CSA or other area represented by the monitor	58.10 (b)(8)	Yes, p.11, 14, 17, 20, 23, 29, 32, 36	Yes	
31.	Designation of any Pb monitors as either source-oriented or non-source-oriented	58.10 (b)(9)	N/A	N/A- no requirement for AQMD	
32.	Any source-oriented Pb site for which a waiver has been granted by EPA RA	58.10 (b)(10)	N/A	N/A- no requirement for AQMD	
33.	Any Pb monitor for which a waiver has been requested or granted by EPA RA for us of Pb-PM10 in lieu of Pb-TSP	58.10 (b)(11)	N/A	N/A- no requirement for AQMD	
34.	Identification of required NO2 monitors as either near-road or area-wide	58.10 (b)(12)	N/A		
35.	Document how states and local agencies provide for the review of changes to a PM2.5 monitoring network that impact the location of a violating PM2.5 monitor. <sup>6</sup>	58.10 (c)	Yes, p10	Yes	
36.	Plan to modify the network that complies with findings of the 5-year network assessment (more recommendations to be submitted in year of network assessment or year after.)	58.10 (c)	Only applies to 2014 or after 5-year network assessment	2014 plan was submitted, either with ANP or separately	
37.	Precision/Accuracy reports submitted to AQS	58.16(a); App A, 1.3 and 5.1.1	Yes, p.10	Yes	
38.	Annual data certification submitted	58.15 App A 1.3	Yes, p.10	Yes	
39.	Frequency of flow rate verification for manual PM samplers audit	App A 3.3.2	Yes, p.13, 22, 27-28, 31, 35, 38	Yes	
40.	Frequency of flow rate verification for automated PM analyzers audit	App A 3.2.3	Yes, p.22, 28, 31, 35, 38	Yes	
41.	Frequency of one-point flow rate verification for Pb	App A	N/A	N/A- no	

<sup>6</sup> The affected state or local agency must document the process for obtaining public comment and include any comments received through the their submitted plan.

	ANP requirement	Citation within 40 CFR 58	Was the info submitted? <sup>1</sup> If yes, page #s. Flag if incorrect? <sup>2</sup>	Does the information provided <sup>3</sup> meet the req? <sup>4</sup>	Notes
	samplers audit	3.3.4.1		requirement for AQMD	
42.	Frequency of one-point QC check (gaseous)	App. A 3.2.1	Yes, p.13, 16, 19, 25-26, 31, 34, 38	Yes	
43.	Date of last Annual Performance Evaluation (gaseous)	App. A 3.2.2	Yes, p.13, 16, 19, 25-26, 31, 34, 38	Yes	
44.	Dates of last two semi-annual flow rate audits for PM monitors	App A, 3.2.4 and 3.3.3	Yes, p.13, 22, 27-28, 31, 35, 38	Yes	
45.	Dates of last two semi-annual flow rate audits for Pb monitors	App A 3.3.4.1	N/A	N/A- no requirement for AQMD	
46.	PM2.5 co-location	App A 3.2.5	Yes, p.27	Yes	
47.	Distance between co-located monitors	App. A 3.2.5.6	Yes, p.27, 35	Insufficient to judge	Reno3 PM 1.1m apart are report acceptable 200 liters  In follow-up have clarified that more than 200 ft collocation is acceptable. The need for elimination of fleet have  Please include collocation order to be acceptable
48.	Manual PM10 method co-location met? (note: continuous PM10 does not have this requirement)	App A 3.3.1	Yes, p. 5	Yes	In follow-up Washoe has filter base collocation  Please ma



	ANP requirement	Citation within 40 CFR 58	Was the info submitted? <sup>1</sup> If yes, page #s. Flag if incorrect? <sup>2</sup>	Does the information provided <sup>3</sup> meet the req? <sup>4</sup>	Notes
49.	Pb co-location	App A 3.3.4.3	N/A	N/A- no requirement for AQMD	
50.	PM10-2.5 co-location (note: only applies to Fresno and Phoenix NCore sites)	App A 3.3.6	N/A	N/A- no requirement for AQMD	
51.	Required # of PM2.5 PEP audits	App A 3.2.7	N/A	Yes - EPA requirement	
52.	Required # of Pb PEP audits	App A 3.3.4.4	N/A	Yes - EPA requirement	
53.	Required # of NPA <sup>5</sup> audits (or approved equivalent)	App A 2.4	N/A	Yes - EPA requirement	
54.	Instrument/monitoring method code for each monitor: is it reported properly? Is it reported correctly (i.e., appropriate method code for regulatory monitors)?	App C 2.4.1.2	No	Insufficient to judge	Method code please include in plan. See the Equivalent Method website for the instrument.  Suggest report parameter at information suggested for the Annual Method by EPA Reg
55.	Placeholder for captioned/ request to have PM2.5 continuous instruments updated to non-PEM, and include as comparable to PAS-05				
56.	Start date for each monitor	Required to determine if other req. (e.g., min # and co-lo) are	Yes, p.13, 16, 19, 22, 25-28, 31, 34-35, 38	Yes	

<sup>7</sup> EPA has reviewed EPA documentation to confirm that these requirements have been met for the area in question.

<sup>8</sup> EPA has reviewed EPA documentation to confirm that these requirements have been met for the area in question.

<sup>9</sup> EPA has reviewed EPA documentation to confirm that these requirements have been met for the area in question.

	ANP requirement	Citation within 40 CFR 58	Was the info submitted? <sup>1</sup> If yes, page #s. Flag if incorrect? <sup>2</sup>	Does the information provided <sup>3</sup> meet the req? <sup>4</sup>	Notes
		met			
57.	Instrument monitor type for each monitor	Required to determine if other req. (e.g., min # and co-lo) are met	Yes, p.13, 16, 19, 22, 25-28, 31, 34-35, 38	Yes	This field 2012 Plan next year'
58.	Monitoring objective for each instrument	App D 1.1 58.10 (b)(6)	Incorrect	insufficient to judge	The "mon changed to Informatic include the comparisc  For a sugg Attachme EPA Regi
59.	Site type for each instrument	App D 1.1.1	Yes, p.13, 16, 19, 22, 25-28, 31, 34-35, 38	Yes	Please ren "Site Type tables, Se
60.	Instrument parameter code for each instrument	Required to determine if other req. (e.g., min # and co-lo) are met	No	insufficient to judge	Please inc including informatic  For a sugg Attachme EPA Regi
61.	Instrument parameter occurrence code for each instrument	Required to determine if other req. (e.g., min # and co-lo) are met	No	insufficient to judge	Please inc including informatic  For a sugg Attachme EPA Regi
62.	Sampling season for ozone (note: date of waiver approval must be included if the sampling season deviates from requirement)	App D, 4.1(i)	Yes, p.16, 19, 26, 31, 34, 38	Yes	
63.	Sampling schedule for PM2.5 - applies to year-round and seasonal sampling schedules (note: date of waiver	58.12(d) App D 4.7	Yes, p. 27-28, 35	Yes	

	ANP requirement	Citation within 40 CFR 58	Was the info submitted? <sup>1</sup> If yes, page #s. Flag if incorrect? <sup>2</sup>	Does the information provided <sup>3</sup> meet the req? <sup>4</sup>	Notes
	approval must be included if the sampling season deviates from requirement)				
64.	Sampling schedule for PM10	58.12(e) App D 4.6	Yes, p. 5, 13, 22, 27, 31, 35, 38	Yes	In follow-up Washoe has filter based P SLAMS PM continuous n  Please make
65.	Sampling schedule for Pb	58.12(b) App D 4.5	N/A	N/A- no requirement for AQMD	
66.	Sampling schedule for PM10-2.5	58.12(f) App D 4.8	Yes, p. 27-28	Yes	
67.	Minimum # of sites for O3 [Note: should be supported by MSA ID, MSA population, DV, # sites, and # required sites]	App D, 4.1(a) and Table D-2	Yes, p. 4	Yes	Please report minimum req monitors. For station that h as a single si requirements
68.	Identification of max. conc. O3 monitor(s)	App D 4.1 (b)	Yes, p. 38	Yes	
69.	Minimum monitoring requirements met for NO2	App D 4.3			
70.	Minimum monitoring requirements met for SO2	App D 4.3			
71.	Minimum monitoring requirements met for TSP	App D 4.3			
72.	Minimum monitoring requirements met for SO2	App D 4.4	Yes, p. 6	Yes	
73.	Minimum monitoring requirements met for CO	App D	Yes, p.5	Yes	Please specif
74.	Minimum monitoring requirements met for Pb	App D 4.5 58.13(a)	N/A	N/A- no requirement for AQMD	See #12.
75.	Minimum # of monitors for PM2.5 [Note: should be supported by MSA ID, MSA population, DV, # sites, and # required sites]	App D, 4.7.1(a) and Table D-5	Yes, p. 4	Yes	Monitoring r terms of # of CFR Part 58 and collocate of the requir

	ANP requirement	Citation within 40 CFR 58	Was the info submitted? <sup>1</sup> If yes, page #s. Flag if incorrect? <sup>2</sup>	Does the information provided <sup>3</sup> meet the req? <sup>4</sup>	Notes
					counted for minimum correct the
76.	Required PM2.5 sites represent community-wide air quality at neighborhood or urban scale	App D 4.7.1(b)	Yes, p.27-28, 35	Yes	
77.	For PM2.5, is at least one site in a population-oriented area of expected maximum concentration	App D 4.7.1(b)(1)	Incomplete, p. 27-28, 35	Insufficient to judge	PM2.5 site Please specify expected r
78.	If >1 SLAMS PM2.5 required, is there a site in an area of poor air quality	App D 4.7.1(b)(2)	N/A	N/A- no requirement for AQMD	
79.	Minimum monitoring requirements for continuous PM2.5	App D 4.7.2	Yes, p.28 & 35	Yes	
80.	Requirements for PM2.5 background and transport sites	App D 4.7.3	N/A	N/A- State level	Recommend year's plan
81.	Are PM2.5 Chemical Speciation requirements met for official STN sites?	App D 4.7.4	Yes, p.28	Yes	
82.	Station averaging for comparison to annual NAAQS for intended CMAQs defined and met criteria in 40 CFR 58 App A?	App D 4.7.5			
83.	Minimum # of monitors for PM10	App D, 4.6 (a) and Table D-4	Yes, p. 5	Yes	Please report support for Annual M Attachments minimum
84.	Minimum monitoring requirements met for PM10-2.5 mass	App D 4.8	Yes, p.35	Yes	
85.	Distance of site from nearest road	App E 6	Yes, p.11, 14, 17, 20, 23, 29, 32, 36	Yes	Incline Site should be which app plan.  Plumb-Kr segment a next year distance to

	ANP requirement	Citation within 40 CFR 58	Was the info submitted? <sup>1</sup> If yes, page #s. Flag if incorrect <sup>2</sup> ?	Does the information provided <sup>3</sup> meet the req? <sup>4</sup>	Notes
					Toll Site – A Appendix E, provided sug “neighborho appropriate s  Note: Param spatial scales individually site.
86.	Traffic count of nearest road	App E	Yes p. 11, 14, 17, 20, 23, 29, 32, 36	Yes	See notes in
87.	Groundcover	App E 3(a)	Yes p. 13, 16, 19, 22, 25-28, 31, 34-35, 38	Yes	
88.	Probe height	App E 2	Yes p. 13, 16, 19, 22, 25-28, 31, 34-35, 38	Yes	
89.	Distance from supporting structure	App E 2	Yes p. 13, 16, 19, 22, 25-28, 31, 34-35, 38	Yes	
90.	Distance from obstructions on roof	App E 4(b)	Yes p. 13, 16, 19, 22, 25-28, 31, 34-35, 38	Yes	For future of include distance and
91.	Distance from obstructions not on roof	App E 4(a)	Incomplete p. 13, 16, 19, 22, 25-28, 31, 34-35, 38	Insufficient to judge	40 CFR 58, distance from monitoring p that the obsta or monitorin height in nex
92.	Distance from trees	App E 5	Yes p. 13, 16, 19, 22, 25-28, 31, 34-35, 38	Yes	
93.	Distance to furnace or incinerator flue	App E 3(b)	Yes p. 13, 16, 19, 22, 25-28, 31, 34-35, 38	Yes	
94.	Unrestricted airflow	App E, 4(a)	Yes p. 13, 16, 19,	Yes	

	ANP requirement	Citation within 40 CFR 58	Was the info submitted? <sup>1</sup> If yes, page #s. Flag if incorrect? <sup>2</sup>	Does the information provided <sup>3</sup> meet the req? <sup>4</sup>	Notes
		and 4(b)	22, 25-28, 31, 34-35, 38		
95.	Probe material (if applicable)	App E 9	Yes p.13, 16, 19, 22, 25-28, 31, 34-35, 38	Yes	
96.	Residence time (if applicable)	App E 9	Yes p.13, 16, 19, 22, 25-28, 31, 34-35, 38	Yes	

**Public Comments on Annual Network Plan**

Were comments submitted to the S/L/T agency during the public comment period? **Yes**

Were any of the comments substantive? **No.**

Explain basis for determination if any comments were considered not substantive: **No specific ties to not meeting network plans specified in 40 CFR 58.10.**

Did the agency respond to the substantive comments? **Although comments were not substantive, the agency did ;**

DRAFT (revised Appendix A)  
March 13, 2013

**Attachment B: Annual Air Monitoring Network Plan Items where EPA is Not Taking Action**

We are not acting on the portions of annual network plans where either EPA Region 9 lacks the authority to approve specific items of the plan, or EPA has determined that a requirement is either not met or information in the plan is insufficient to judge whether the requirement has been met.

- Per 40 CFR 58.11(c), NCore and STN network design and changes are subject to approval of the EPA Administrator. Therefore, we are not acting on these items.
- EPA identified items in you agency's annual network plan where a requirement was not being met or information in the plan was insufficient to judge whether the requirement was being met based on 40 CFR 58.10 and the associated appendices. Therefore, we are not acting on of the following items:

Item	Checklist Row (Attachment A)	Issue
For PM2.5, is at least one site in a population-oriented area of expected maximum concentration	77	Insufficient to judge
Instrument/monitoring method code for each monitor	54	Insufficient to judge
Monitoring objective for each instrument	58	Insufficient to judge
Instrument parameter code for each instrument	60	Insufficient to judge
Instrument parameter occurrence code for each instrument	61	Insufficient to judge
Distance from obstructions not on roof	91	Insufficient to judge

Additional information for each of these items is in included in Attachment A.

### Attachment C: Additional Detailed Comments

- [Item 12] Please provide clarity and justification as to why no minimum Pb monitoring requirements currently exist for Washoe County (i.e. no current sources over 0.5 tons per year).
- [Item 47] Please clarify that distances between collocated monitors at Reno3 are acceptable given that flow rates are less than 200 liters/minute. Furthermore, the need for a PM<sub>10</sub> collocation at Reno3 has been eliminated given that all instruments in AQMD's fleet have been switched to continuous FEMs. Please clarify the flow rates for remaining collocated instruments.
- [Item 48] Please clarify in next year's plan that AQMD no longer operates filter based PM<sub>10</sub> SLAMS instruments and therefore no collocation requirement exists.
- [Item 57] Please rename the "Monitor Classification" rows in next year's plan to read "Monitor Type."
- [Item 59] Please rename the "Monitor Objective" rows in next year's plan to read "Site type."
- [Item 64] Please clarify in next year's plan that AQMD now only operates continuous PM<sub>10</sub> SLAMS instruments and therefore sampling frequency is continuous.
- [Items 67, 72, 73, 75, 79, 83] Please report minimum monitoring requirements in terms of active and required number of sites, rather than monitors. For example, a single site hosting multiple active monitors counts as a single site to meet minimum monitoring requirements.
- [Item 73] Recommend specifying on page 5 the CO monitor required at the NCore site.
- [Item 83] Although AQMD exceeds the minimum number of required sites for PM<sub>10</sub>, it would be helpful for next year's plan to report the maximum concentrations in the network in order to support the minimum number of sites necessary.
- [Items 85 & 86] Please provide traffic counts for the nearest road to a monitoring site. In the case of the Incline site, the nearest road with available traffic counts appeared to be Tahoe Blvd. The Plumb-kit site road distance and count information was a bit unclear. Please more clearly pair a distance to the road with the traffic counts for that road. Traffic information reported for the Toll site suggests that PM monitors may be at a neighborhood scale, however these are currently labeled as middle scale. Please revisit and verify the spatial scale reported for PM monitoring at the Toll site.
- [Items 90] For future plans, as necessary, report any obstructions on the roof by providing a distance from the probe/inlet, as well as height of the obstruction.



- [General] EPA recommends that AQMD report detailed information for meteorology parameters on a per site basis and incorporate the details into the site tables found on pages 13-38. Examples of helpful detailed site information to provide include: instrument manufacturer and model, start date, siting, and QA/QC information, as applicable.

DRAFT (revised Appendix A)  
March 13, 2013

Attachment B

Washoe County District Board of Health Regulations Governing Air Quality Management  
Not Included in the Washoe County Portion of the Nevada Sulfur Dioxide Infrastructure SIP  
But Further Support CAA 110(a)(2)(A)-(M) Requirements

DRAFT (revised Appendix A)  
March 13, 2013

010.1303

"REGULATED AIR POLLUTANT" shall mean the following:

1. Nitrogen oxides or any volatile organic compounds;
2. Any pollutant for which a national ambient air quality standard has been promulgated.
3. Any pollutant that is subject to any standard promulgated under section 111 of the Act.
4. Any class I or II substance subject to a standard promulgated under or established by title VI of the Act.
5. Any pollutant subject to a standard promulgated under section 112 or other requirements established under section 112 of the Act, including the following:
  - a. Any pollutant subject to requirements under section 112(j) of the Act. If the administrator fails to promulgate a standard pursuant to section 112(e) of the Act, any pollutant for which a subject source would be major shall be considered to be regulated on the date 18 months after the applicable date established pursuant to section 112(e) of the Act; and
  - b. Any pollutant for which the requirements of section 112(g)(2) of the Act have been met, but only with respect to the individual source subject to section 112(g)(2) requirement.

(Adopted 10/20/93)

020.0051

#### BOARD OF HEALTH - POWERS AND DUTIES

Pursuant to the powers and responsibilities that have inured to the benefit of the Board of Health, said Board shall, without excluding any other powers, responsibilities, and authority conferred on said Board in the Nevada Revised Statutes, have the following powers and/or responsibilities:

- A. To adopt and enforce rules and regulations to reduce the release into the atmosphere of any air contaminants originating within the territorial limits of the Washoe County Health District in order to achieve and maintain levels of air quality which will protect human health and safety, prevent injury to plant and animal life, prevent damage to property, and preserve visibility and scenic, aesthetic and historic value within said Health District.
- B. To establish ambient air quality standards in accordance with law.
- C. To make such determinations and issue such orders as may be necessary to implement the provisions of these regulations and to achieve air quality standards in accordance with law.
- D. To institute proceedings to prevent continued violation of any order issued by the Board of Health, Hearing Board, or Control Officer, and to enforce these regulations.
- E. To require access to records relating to emissions which cause or contribute to air pollution.
- F. To apply or and receive grants or other funds or gifts from public or private agencies.
- G. To cooperate and contract with other governmental agencies including the State of Nevada, other states, and the federal government.

- H. To conduct investigations, research and technical studies consistent with the general purposes of the Nevada Revised Statutes.
- I. To establish such emission control requirements, as may be necessary to prevent, abate, or control air pollution.
- J. To require the registration of air pollution sources together with a description of the processes employed, fuels used, nature of emissions and other information considered necessary to evaluate the pollution potential of a source.
- K. To prohibit, regulate or control, as specifically provided in **Section 030.000** through **030.260**, the installation, alteration or establishment of any source capable of causing air pollution.
- L. To issue or deny all requests or applications for a variance or waiver from any of the requirements of these regulations after due consideration of the recommendations of the Hearing Board and Control Officer.
- M. To require the submission of preliminary plans and specifications and other information as the Board deems necessary to process permits required by these regulations.
- N. To enter into and inspect, at any reasonable time, any premises containing an air contaminant source or a source under construction for purposes of ascertaining the state of compliance with these regulations.
- O. To hold any hearing as authorized in Chapter 445 of the Nevada Revised Statutes.
- P. To review recommendations of the Hearing Board and to take such additional evidence as the Board of Health deems necessary or to remand to the Hearing Board for such evidence as the Board of Health may direct on any matters arising under these regulations.
- Q. To require elimination of devices or practices which cannot be reasonably allowed without generation of undue amounts of contaminants.
- R. To specify the manner in which incinerators may be constructed and operated.
- S. To delegate all above powers, except **Subsections A, B, F, O, and P**, to the Control Officer or his representatives as may be necessary to implement these regulations.
- T. To appoint by resolution, or other appropriate action of the Board of Health, a Hearing Board consisting of seven (7) members who are not employees of the State of Nevada or any political subdivision of the State of Nevada, or which one (1) member must be an attorney admitted to practice law in the State of Nevada, or which one (1) member must be a professional engineer registered in the State of Nevada and one (1) member shall be licensed in Nevada as a general engineering contractor or a general building contractor as defined by NRS 624.215. All members of said Hearing Board shall be appointed to the terms as specified in NRS 445.481.
- U. To institute, in any court of competent jurisdiction, legal proceedings to compel compliance

with these regulations and the Nevada Revised Statutes pertaining to the emission of air contaminants into the atmosphere within the territorial limits of the Washoe County Health District.

**020.020**

**CONTROL OFFICER - POWER AND DUTIES**

The Control Officer, or his designated agent or representative, shall enforce the provisions of these regulations in his name, or in the name of the Board of Health, in any one or combination of the following ways:

- A. By issuing a written notice of violation, delivered personally or by registered or certified mail, to any person if reasonable cause exists to believe said person is violating these regulations.
- B. By issuing a warning to any person suspected of violating these regulations and by giving said person an opportunity to correct the cause of said violation prior to issuing a notice of violation or citation and referring the matter to the Board of Health or proper prosecuting authority in the Washoe County Health District;
- C. By requesting the District Attorney of the County of Washoe, or other proper agency, person or prosecuting authority in the Washoe County Health District, to institute appropriate criminal, civil or administrative proceedings against the person or persons responsible for violation of any of these regulations.
- D. By requesting the Board of Health to levy an appropriate administrative fine against any person found to have violated any of these regulations.
- E. By reviewing each variance to ascertain if the variance holder is meeting all provisions of the variance or dates set forth in the compliance schedule; if they are not met, the Control Officer may notify the variance holder personally or by registered or certified mail to this effect and may suspend or revoke any variances or reject any schedule of compliance involved with said infractions.
- F. By requesting the Board of Health to institute all necessary and proper legal proceedings authorized by law to carry out the purposes of these regulations and purposes of Chapter 445 of the Nevada Revised Statutes, including injunctive relief.

**020.060**

**SAMPLING AND TESTING**

In addition to any other testing requirements provided for in these regulations, the Control Officer or the Board of Health may require any person to conduct or make arrangements to conduct testing of any source to determine compliance with these regulations. In the event such testing is required, the Control Officer may do any of the following:

- A. Witness all tests as required by this Section.
- B. Determine whether or not generally recognized methods of measurement have been used to determine the quantity of emissions from the source being tested and if not additional testing may be required.

- C. Determine the point or points at or within the source where testing shall be done, to determine the actual discharge into the atmosphere.
- D. Make any modifications or adjustments in the testing requirements so as to be compatible with specific sampling conditions or needs as shown by good practice, judgement and experience.
- E. Require the cost of any testing to be paid by the owner or person responsible for any source of air contaminants.
- F. Require additional tests of any source of air contaminants tested in accordance with this Section, provided such separate or additional tests shall be conducted on behalf of the Board of Health and at said Board's expense.
- G. Require in writing the construction or creation of sampling holes, safe scaffolding and related facilities, to be provided at the expense of the owner or person responsible for any source of air contaminants being tested in accordance with this section.
- H. Require the owner or person responsible for any source of any air contaminants being tested pursuant to this section to provide a suitable power source to the point of testing, so that sampling instruments can be operated as required.
- I. All information gathered during any testing operation conducted pursuant to this Section will be provided to both the Control Officer or the Board of Health and the person or persons who own or control or are responsible for any source of air contaminants that are tested pursuant to this Section. All such information obtained pursuant to any testing required under this Section will be treated as confidential in accordance with the requirements of **Section 020.055** of these regulations.

**030.002**

**CONSTRUCTION OR MODIFICATION OF PERMITTED OPERATIONS** (Amended 4/89, 10/20/93)

A written Authority to Construct shall be required to construct, erect, alter or replace any equipment which may cause, potentially cause, reduce, control or eliminate the issuance of air contaminants. A single Authority to Construct may be issued for all components of an integrated system or process. Plans and specifications drawn in accordance with acceptable engineering practices shall be required before issuance of an Authority to Construct. The applicant for any Authority to Construct must notify the Control Officer in the application of any source which is or will become subject to 40 CFR Part 70 upon completion of the proposed construction. An Authority to Construct is not needed for routine operation and maintenance. This includes maintenance prescribed by the manufacturer, replacement of worn or broken components with like equipment, etc.

**030.500**

**NEW SOURCE REVIEW (NSR) APPLICABILITY**

A major new source or major modification which would locate in an area designated as nonattainment for a pollutant for which the source or modification would be major shall not be allowed to construct unless the stringent conditions set forth below are met. These conditions are designed to insure that the new source's or modification's emission will be controlled to the greatest degree possible, that more than equivalent offsetting emission reductions ("emission offsets") will be progress toward achievement of the national ambient air quality standards. For

the purposes of this part, a reconstructed source shall be treated as a new stationary source. Since major facility definition and requirements vary upon State and EPA area designations, a map (Figure 1) is included to facilitate the determination of which requirements must be met.

030.502

#### REVIEW FOR EMISSION LIMITATION COMPLIANCE

Authority to construct any new source or modification shall be denied unless the new source or modification meets all applicable emission requirements in the Nevada State Implementation Plan (SIP), all applicable Federal New Source Performance Standards, and all applicable National Emission Standards For Hazardous Air Pollutants.

030.503

#### CONDITIONS FOR APPROVAL (Amended 7/28/93, Revised 10/25/95)

If a major stationary source or major modification would be constructed in an area designated as nonattainment for a pollutant for which the stationary source or modification is major, an Authority to Construct shall be denied unless the following conditions are met:

- Condition 1      The new source or modification is required to meet an emission limitation which specifies lowest achievable emission rate for such source.
- Condition 2      The applicant must certify that all existing major sources owned or operated by the applicant for any entity controlling, controlled by, or under common control of the applicant in the State of Nevada are in compliance with all applicable emission limitations and standards under the Clean Air Act (or are in compliance with an expeditious schedule which is federally enforceable or contained in a court decree).
- Condition 3      Emission reductions ("offsets") from existing sources in the same nonattainment area as the proposed new source or modification (whether or not under the same ownership) are required such that they shall not interfere with or contribute to the interference with the attainment of the applicable National Ambient Air Quality Standards. Only intrapollutant emission offsets will be acceptable (e.g. hydrocarbon increases may not be offset against SO<sub>2</sub> reductions). All emission reductions for the purpose of offsets shall be enforceable under the Clean Air Act.

The terms of the offset emission reductions shall be specified and federally enforceable prior to permit issuance.

All offset emissions reductions shall be, by the time a new or modified source commences operation, in effect and enforceable and shall assure that the total tonnage of increased emissions of the air pollutant from the new or modified source shall be offset by an equal or greater reduction.

All offset emissions reductions must be obtained from decreases in actual emissions from the same or other sources in the area. No emissions reductions otherwise required by the Clean Air Act or other regulatory action may be credited for the purpose of meeting offset requirements.

- Condition 4 The emission offsets will provide a positive net air quality benefit in the affected area. Atmospheric simulation modeling is not necessary for volatile organic compounds and NOX. Fulfillment of **Condition 3** and **Section 030.504** of these regulations will be considered adequate to meet this condition.
- Condition 5 The applicant must perform an analysis of at least two (2) alternative sites for the facility, production processes, and environmental control techniques. This analysis must demonstrate that the benefits of the proposed source significantly outweigh the environmental and social costs imposed as a result of its location, construction or modification.
- Condition 6 The Control Officer shall also require the review of any Major Stationary Source or Major Modification subject to New Source Review under this section that may have an impact on visibility in any mandatory Class I Federal area. Such visibility review will ensure the source's emissions will be consistent with making reasonable progress toward State and National visibility goals.
- Condition 7 The Administrator has not made a determination that the applicable implementation plan is not being adequately implemented for the attainment area in which the proposed source is to be constructed or modified.
- Condition 8 The proposed major source or major modification shall not contribute to nonattainment in, or interfere with maintenance by, any other State with respect to any national ambient air quality standard, or interfere with measures required to be included in the applicable implementation plan for any other State with respect to prevention of significant deterioration of air quality or to protect visibility.

All emission limitations shall be assessed in light of the limits of "good engineering practice" on stack heights as specified in **Section 030.614**.

Any major stationary source or major modification commencing construction without an Authority to Construct shall be subject to an enforcement action. Obtaining an Authority To Construct does not relieve the owner from complying with any applicable local, state or federal regulation.

At such time that a particular source or modification becomes a major stationary source or major modification solely by virtue of a relaxation in any enforcement limitation which was established after August 7, 1980, on the capacity of the source or modification otherwise to emit a pollutant, such as a restriction on hours of operation, then the requirements of regulations approved pursuant to this section shall apply to the source or modification as though construction had not yet commenced on the source or modification. All permits issued by the Control officer shall comply with all applicable terms of the State Implementation Plan for the non-attainment area in which the source is to be constructed.

#### **030.504**

#### **EMISSION OFFSET RATIOS (Amended 7/28/93)**

Emission reductions required under **Section 030.503** shall be offset at a ratio of 1.2 to 1 when the offset sources are five (5) miles or less from the new source or modification. For offset



sources that are greater than five (5) miles from the new source or modification, the applicant shall determine an offset ratio based on atmospheric simulation modeling or an equivalent method to ensure a positive net air quality benefit. In no case shall the offset ratio for source located greater than five miles from the proposed project be less than 1.2 to 1. Non-reactive organic compounds (those which are listed in 40 CFR 51.100(s)) cannot be used for offsets.

**030.505**

**COMPLETENESS OF APPLICATION**

Following submittal by the applicant, the Control Officer shall determine whether the application for permit to construct is complete not later than thirty (30) calendar days after receipt of the application, or after such longer time as both the applicant and the Control Officer may agree. Such determination shall be transmitted in writing immediately to the applicant at the address indicated on the application if it is determined to be incomplete, the determination shall specify which parts of the application are incomplete and how they can be made complete. Upon receipt by the Control Officer of any re-submittal of the application, a new thirty (30) day period in which the Control Officer must determine completeness shall begin. Completeness of an application or resubmitted application shall be evaluated on the basis of the guideline for such, published by the Control Officer. After acceptance of an application as complete, the Control Officer shall not subsequently request of an applicant any new or additional information which was not specified in the Control Officer's list of items to be included within such applications. However, the Control Officer may, during the processing of the application, request an applicant to clarify, amplify, correct or otherwise supplement the information required in such list in effect at the time the complete application was received. Making any such request does not waive, extend, or delay the time limits in this section for decision on the completed application, except as the applicant and Control Officer may both agree.

**030.506**

**REQUIREMENTS FOR PUBLIC NOTICE (Amended 7/28/93, Revised 10/25/95)**

For those sources subject to Section 030.500, following acceptance of an application as complete, the Control Officer shall:

- A. Perform the evaluations required to determine compliance with this section and make a preliminary written decision as to whether an Authority to Construct should be approved, conditionally approved, or disapproved. The decision shall be supported by a succinct written analysis;
- B. Within ten (10) calendar days following such decision, publish a notice by prominent advertisement in at least one (1) newspaper of general circulation in the County, stating the preliminary decision of the Control Officer and where the public may inspect the information required to be made available. The notice shall provide thirty (30) days from the date of publication for the publication for the public to submit written comments on the preliminary decision;
- C. At the time notice of the preliminary decision is published, make available for public inspection at the District office the information submitted by the applicant, the supporting analysis for the preliminary decision to grant or deny the Authority to Construct, including any proposed permit conditions, and the reasons therefore. The confidentiality of trade secrets shall be considered in accordance with **Section 020.055** of these regulations;
- D. No later than the date of publication of the notice, a copy of said notice and any appropriate data is to be sent to the Nevada Department of Conservation and Natural

Resources Division of Environmental Protection, the regional planning authority of Washoe County, local government offices, any Indian governing body whose lands may be affected by facility emissions, any Federal Land Manager whose lands may be affected (including visibility effects) and the Regional Office of the U.S. Environmental Protection Agency; and

- E. Applicant to bear cost of all public notices under this section and **Section 030.508**.
- F. The Control Officer shall contact any Federal Land Manager whose lands may be affected for comments on the proposed project within 30 days after the application has been deemed complete. This shall be for the purpose of obtaining comments on the proposed scope of review for affected lands and species.

**030.507**

**COMMENTS**

The Control Officer shall consider all written comments submitted during the thirty (30) day public comment period.

**030.508**

**FINAL ACTION (Amended 7/28/93)**

Within 180 days after acceptance of the application as complete and the completion of all required preconstruction monitoring and public notice periods (including those required under the District's Part 70 Permit regulations), the Control Officer shall take final action on the application after considering all written comments. The Control Officer shall provide written notice of the final action to the applicant, the U.S. Environmental Protection Agency, other Affected States and the Nevada Department of Conservation and Natural Resources and shall publish such notice in a newspaper of general circulation. The notice and all supporting documents shall be made available for public inspection during normal business hours.

**030.905**

**SOURCES REQUIRING PART 70 PERMITS (Adopted 10/20/93, Revised 10/25/95)**

A. Sources Required to Obtain a Part 70 Permit

The following sources and source categories shall be subject to Part 70 permitting:

1. Any Major Stationary Source;
2. Any source, including area sources, subject to a standard, limitation or other requirement under section 111 (New Source Performance Standards) of the Act;
3. Any source, including an area source, subject to a standard or other requirement under section 112 (Hazardous Air Pollutants) of the Act. However, a source which is subject to regulations or requirements only under section 112(r) of the Act shall not be required to obtain a permit;
4. Any source that includes one or more units subject to Title IV (Acid Rain) of the Act;
5. Any source in a source category designated by the EPA Administrator pursuant to 40 CFR Part 70.

B. Exemptions

The following sources and source categories shall be exempted from Part 70 permit requirements:

1. Any source subject to this regulation solely because it is subject to 40 CFR Part 60, subpart AAA, Standards of Performance for New Residential Wood Heaters.
2. Any source subject to this regulation solely because it is subject to 40 CFR Part 61, subpart M, National Emission Standards for Hazardous Air Pollutants for Asbestos, Standards for Demolition and Renovation.
3. Insignificant Emission Levels

Sources with the potential to emit less than an annual average of two (2) pounds per day of any criteria pollutant or less than one (1) pound per day of any hazardous air pollutant on a facility wide basis are exempted from all part 70 permitting requirements. Such sources may still be required by the Control Officer to obtain a non-Part 70 operating permit under District regulations. No source which is itself subject to an applicable requirement may qualify as an insignificant source.

4. All Dry Cleaning operations with the potential to emit less than ten (10) tons per year of any criteria or hazardous air pollutant shall be exempted for a period of five (5) years from the initial EPA Part 70 program approval date unless required to obtain a permit under **Section 030.905(A) (5)**.
5. All sources which would be subject to Part 70 permits under **Section 030.905 (A)** which are not major sources, affected sources or solid waste incineration units subject to permitting under section 129(e) of the act, are exempt from requirements to obtain a Part 70 permit for a period of 5 years from the date of EPA approval of the Washoe County Part 70 permit program.
6. Sources may seek exempt status by limiting facility emissions to levels below those defined for a major source as provided in **Section 010.090, part D (prohibitory status) and part E (Synthetic Minor sources)**.

C. Sources Which Must be Permitted by the State of Nevada

Any facility whose principal business is to generate electricity using steam derived from the burning of fossil fuels must obtain any necessary Part 70 permit(s) from the State of Nevada.



# Washoe County Health District

## ENVIRONMENTAL HEALTH SERVICES DIVISION

### STAFF REPORT

BOARD MEETING DATE: 03/28/2013

**DATE:** February 13, 2013

**TO:** Washoe County District Board of Health Members

**FROM:** Bryan Tyre, Senior Licensed Engineer  
328-2430, [btyre@washoecounty.us](mailto:btyre@washoecounty.us) *BWT*

Wes Rubio, Environmental Health Specialist  
328-2381, [wrubio@washoecounty.us](mailto:wrubio@washoecounty.us)

**THROUGH:** Bob Sack, Environmental Health Services Division Director *BS*

**SUBJECT:** **Public Hearing** – Proposed approval and adoption of Amendments to the Public Swimming Pool and Spa Operator Certification Program regulations.

---

### RECOMMENDATION

Environmental Health Services recommends that the District Board of Health (DBOH) amend the Public Swimming Pool and Spa Operator Certification Program regulations.

### BACKGROUND

The Public Swimming Pool and Spa Operator Certification Program regulations were approved by the DBOH at their August 25, 2011 meeting and requirements went into effect as of December 31, 2011.

The National Swim Pool Foundation (NSPF) is a national group that coordinates and administers the Certified Pool/Spa Operator (CPO) course and certification process. NSPF's certification is issued for a period of five years. The Washoe County Health District, Environmental Health Services issued CPO card is currently valid for a period of three years. The attached redline changes (page 4) will align the two expiration dates, creating efficiencies for staff and certificate holders.

A complete draft of the Public Swimming Pool and Spa Operator Certification Program regulations is available online at <http://www.washoecounty.us/health/ehs/index.php>.

### FISCAL IMPACT

None

### POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "Move to approve and adopt the amendment to the Public Swimming Pool and Spa Operator Certification Program regulations."

# Washoe County



## Health District

**REGULATIONS  
OF  
THE WASHOE COUNTY DISTRICT BOARD OF HEALTH  
GOVERNING**

**Public Swimming Pool and Spa Operator  
Certification Program**

**WASHOE COUNTY DISTRICT HEALTH DEPARTMENT  
1001 EAST NINTH STREET  
P.O. BOX 11130  
RENO, NEVADA 89520  
(775) 328-2434**

**APPROVED BY THE WASHOE COUNTY DISTRICT BOARD OF HEALTH (DBOH) ON AUGUST 25, 2011  
Requirements in effect as of December 31, 2011  
AMENDED BY THE DBOH ON MARCH 28, 2013**

- F. ~~Washoe County Health District Certification~~, certificates, and identification cards are issued as of the date when the applicant successfully completed an NSPF CPO examination and expires ~~three (3) years from on~~ the ~~same~~ date ~~identified on~~ the NSPF CPO certification expires.

**020.020 REPLACEMENT OR DUPLICATE CERTIFICATES AND PHOTO IDENTIFICATION CARDS**

Replacement or duplicate certificates and photo identification cards shall be issued after the Health Authority has:

- A. Received an application, made in writing and on forms provided by the Health Authority;
- B. Received payment of the certificate replacement fee (fees submitted are not refundable if not accompanied by all necessary items listed in this section);
- C. Taken a photograph of the applicant; and
- D. Replacement certificates and cards shall be issued with the same expiration date as the original certificate and photo identification previously issued by the Health Authority.

**020.025 CHANGE OF NAME OR ADDRESS**

Certificate holders shall inform the Health Authority of any name or address change. Legal documentation such as marriage certificates, divorce decrees or court orders shall be provided for any change in name.

**020.030 RENEWAL CERTIFICATE AND PHOTO IDENTIFICATION CARD ISSUANCE**

Renewal certificates and photo identification cards shall be issued after the Health Authority has received all of the following:

- A. An application for a Swimming Pool and Spa Operator Certification renewal, made in writing on forms provided by the Health Authority;
- B. Documentation of attending a training course or other alternate method of training, approved by the Health Authority for recertification of an NSPF CPO. Documentation of attendance must be within the 12 month period prior to the expiration of the applicant's current Swimming Pool and Spa Operator Certification;
- C. A copy of the applicant's current NSPF CPO Certificate;

*But*

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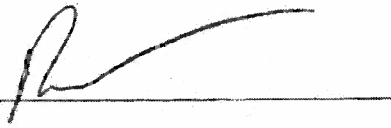
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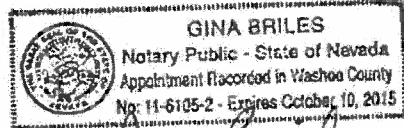
Being first duly sworn, deposes and says: That as the legal clerk of the Reno Gazette-Journal, a daily newspaper of general circulation published in Reno, Washoe County, State of Nevada, that the notice referenced below has published in each regular and entire issue of said newspaper between the dates: 02/21/2013 - 02/25/2013, for exact publication dates please see last line of Proof of Publication below.

Subscribed and sworn to before me

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



FEB 25 2013



**Proof of Publication**

**NOTICE OF PUBLIC HEARING WASHOE COUNTY DISTRICT BOARD OF HEALTH**  
The Washoe County District Board of Health (WCDBH) does hereby declare 1:00 pm, March 28, 2013, at the Washoe County Health District (WCHD), Conf. Room B, 1001 E Ninth St, Reno, NV as the time, date and place to consider revisions to the Regulations of the Washoe County District Board of Health Governing Well Construction. 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 WCDBH, PO Box 11130, Reno, NV 89520. Copies of the proposed revisions are available at: <http://www.washoecounty.us/health/ehs/index.php> and WCHD, Environmental Health Services Division, 1001 E Ninth St, Reno, NV for inspection by any person. If you would like additional information, please contact Bryan Tyre, 328-2430. Matt Smith, Chairman Washoe County District Board of Health No 795441 Feb 21, 22, 25, 2013

**NOTICE OF PUBLIC HEARING**  
**WASHINGTON COUNTY DISTRICT BOARD OF HEALTH**

The Washington County District Board of Health (WCDBH) will meet on **February 21, 22, and 23, 2013**, at the Washington County Health District (WCCHD) Conference Room, 1001 E. Ninth St., Reno, NV at the time and place to consider responses to the Regulations of the Washington County District Board of Health Concerning Well Construction.

Interested persons who may be affected or wish to comment on any action being considered by the above date should appear at the public hearing to submit oral testimony or may address comments, data, plans or arguments in written form to the WCDBH, PO Box 11130, Reno, NV 89520. Copies of the proposed regulations are available at: <http://www.washcountynv.gov/health/ehs/index.php> and WCCHD, Environmental Health Services Division, 1001 E. Ninth St., Reno, NV for inspection by any person.

If you would like additional information, please contact Bryan Tyra, 322-2432.

Matt Smith, Chairman  
Washington County District Board of Health  
No. 735441 Feb 21, 22, 23, 2013





# Washoe County Health District

## ENVIRONMENTAL HEALTH SERVICES DIVISION



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

### STAFF REPORT

BOARD MEETING DATE: 03/28/2013

**DATE:** February 13, 2013

**TO:** Washoe County District Board of Health Members

**FROM:** Bryan Tyre, Senior Licensed Engineer 328-2430, [btyre@washoecounty.us](mailto:btyre@washoecounty.us) *BUT*

Dave Boland, Senior Environmental Health Specialist  
328-3652, [dboland@washoecounty.us](mailto:dboland@washoecounty.us) *[Signature]*

**THROUGH:** Bob Sack, Environmental Health Services Division Director

**SUBJECT:** **Public Hearing** – Proposed approval and adoption of the Amended Well Construction regulations.

---

### RECOMMENDATION

Environmental Health Services recommends that the District Board of Health (DBOH) amend the Well Construction regulations.

### BACKGROUND

The Well Construction regulations were amended by the DBOH at their January 26, 2006 meeting and requirements went into effect as of March 16, 2006.

Our regulations currently state the public well distance requirement is 200 feet. EHS would like to change the requirement to 150 feet to match the State of Nevada's requirements as ours are more restrictive (page 13). EHS also recommends updating Table 1 (page 19) to reflect the proposed change from 200 to 150 feet.

A complete draft of the Well Construction regulations is available online at <http://www.washoecounty.us/health/ehs/index.php>.

### FISCAL IMPACT

None

### POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "Move to approve and amend the Well Construction regulations."

# Washoe County



## Health District

**REGULATIONS  
OF  
THE WASHOE COUNTY DISTRICT BOARD OF HEALTH  
GOVERNING**

# **WELL CONSTRUCTION**

**WASHOE COUNTY HEALTH DISTRICT  
1001 EAST NINTH STREET  
P.O. BOX 11130  
RENO, NEVADA 89520  
(775) 328-2434**

**APPROVED BY THE WASHOE COUNTY DISTRICT BOARD OF HEALTH (DBOH) ON JANUARY 26, 2006  
AMENDED BY THE DBOH ON ~~JANUARY 26, 2006~~ MARCH 28, 2013**

6. The location of any well, on-site sewage disposal system, community sewage collection or disposal system within 100 feet of the subject property if the permit is for a domestic well or ~~200~~150 feet of the subject property for a public water well. The locations shall be shown with dimensions to the two closest property lines. If none, so indicate.
7. The location of all existing or proposed on-site sewage disposal system components, including a delineated area for future replacement of disposal trench (es). The location shall be shown with dimensions to the two closest property lines.
8. The location of any available public water system. If none, so indicate.
9. The location of existing or proposed water supply lines from the well to the place of use.
10. A diagram of all existing or proposed structures on the property.
11. A diagram of all existing or proposed drainage improvements.
12. The location and description of any watercourse and/or drainage channel within 100 feet of the property. If none, so indicate.
13. The location of the well shall be shown with dimensions to the two closest property lines.
14. The boundaries of the 100 year flood plain within 100 feet of the property. If none so indicate.
15. Indicate in writing if any surface water rivers, lakes, perennial streams, unlined reservoirs or unlined canals are within ¼ mile of the well location.

**020.045**

Permit applications to plug a well are only required to include items 1. through 3. 6. and 7.in Section 020.035 and items 1 through 4, 10 and 13 in Section 020.040. If the property is connecting to a public water system, then the plot plan shall include the location of all existing or proposed on-site sewage disposal system components, including a delineated area for future replacement of disposal trench (es) and the location of the proposed water line from the water meter to the building. The locations shall be shown with dimensions to the two closest property lines

## SECTION 040

### MINIMUM STANDARDS FOR CONSTRUCTION OF WATER WELLS

**040.005** The minimum standards set forth in this subsection must be complied with and apply to all wells, except, observation, monitoring, piezometers and exploratory wells drilled to test aquifer performance.

#### MINIMUM HORIZONTAL SEPARATION (FEET)

TABLE 1

	DOMESTIC AND PRIVATE WELLS	PUBLIC WATER WELLS
PROPERTY LINES AND EASEMENTS (1)	5	5
SEPTIC SYSTEM DISPOSAL FIELDS	100	<del>200</del> <u>150</u>
SEPTIC TANKS	100	<del>200</del> <u>150</u>
BUILDING SEWER OR GRAVITY COMMUNITY SEWER LINE	50	50
WASTEWATER FORCE MAIN	100	150
FLOOD IRRIGATION	25	100
WATERCOURSES	25	25
DRAINAGE CHANNELS	25	25
OVERHEAD POWER LINES	12	12

(1) The setback requirements from easements only apply to underground, access and roadway easements.

11 But

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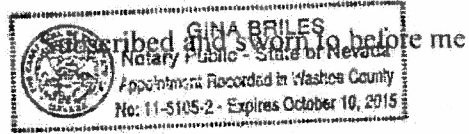
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Being first duly sworn, deposes and says: That as the legal clerk of the Reno Gazette-Journal, a daily newspaper of general circulation published in Reno, Washoe County, State of Nevada, that the notice referenced below has published in each regular and entire issue of said newspaper between the dates: 02/21/2013 - 02/25/2013, for exact publication dates please see last line of Proof of Publication below.

Signed: [Signature]



FEB 25 2013

[Signature]

**Proof of Publication**

**NOTICE OF PUBLIC HEARING WASHOE COUNTY DISTRICT BOARD OF HEALTH**  
The Washoe County District Board of Health (WCDBH) does hereby declare 1:00 pm, March 28, 2013, at the Washoe County Health District (WCHD), Conf. Room B, 1001 E Ninth St, Reno, NV as the time, date and place to consider revisions to the Regulations of the Washoe County District Board of Health Governing Public Swimming Pool and Spa Operator Certification Program. 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 WCDBH, PO Box 11130, Reno, NV 89520. Copies of the proposed revisions are available at: <http://www.washoecounty.us/health/ehs/index.php> and WCHD, Environmental Health Services Division, 1001 E Ninth St, Reno, NV for inspection by any person. If you would like additional information, please contact Bryan Tyre, 328-2430. Matt Smith, Chairman Washoe County District Board of Health No 795442 Feb 21, 22, 25, 2013

**NOTICE OF PUBLIC HEARING  
WASHOE COUNTY DISTRICT BOARD OF HEALTH**

The Washoe County District Board of Health (WCDRH) does hereby declare 1:00 pm, March 28, 2013, at the Washoe County Health District (WCHD), Conf. Room B, 1001 E Ninth St., Reno, NV as the time, date and place to consider revisions in the Regulations of the Washoe County District Board of Health Concerning Public Swimming Pool and Spa Operator Certification Program.

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 WCDRH, PO Box 11130, Reno, NV 89420. Copies of the proposed revisions are available at <http://www.washoecounty.net/health/dbr/index.php> and WCHD, Environmental Health Services Division, 1001 E Ninth St., Reno, NV for inspection by any person.

If you would like additional information, please contact Bryan Tyne, 328-2430.

Matt Smith, Chairman  
Washoe County District Board of Health  
No 795442 Feb 21, 22, 23, 2013

# Northern Nevada Community Health Needs Assessment and Healthy Community Map

**John Packham, PhD**

Director of Health Policy Research

Nevada Office of Rural Health & Office of Health Professions Research & Policy  
University of Nevada School of Medicine

**Wei Yang, MD, PhD**

Professor of Epidemiology and Biostatistics

Director, Nevada Center for Health Statistics and Informatics  
School of Community Health Sciences  
University of Nevada, Reno

January 2013

# Overview

- Northern Nevada Community Health Needs Assessment (CHNA)
  - CHNA conducted for St. Mary's Regional Medical Center during the spring of 2012
  - Preliminary CHNA survey results
- Healthy Community Map of Northern Nevada
  - Purpose of the interactive health map
  - Version 1.0
  - Future versions of the Healthy Community Map



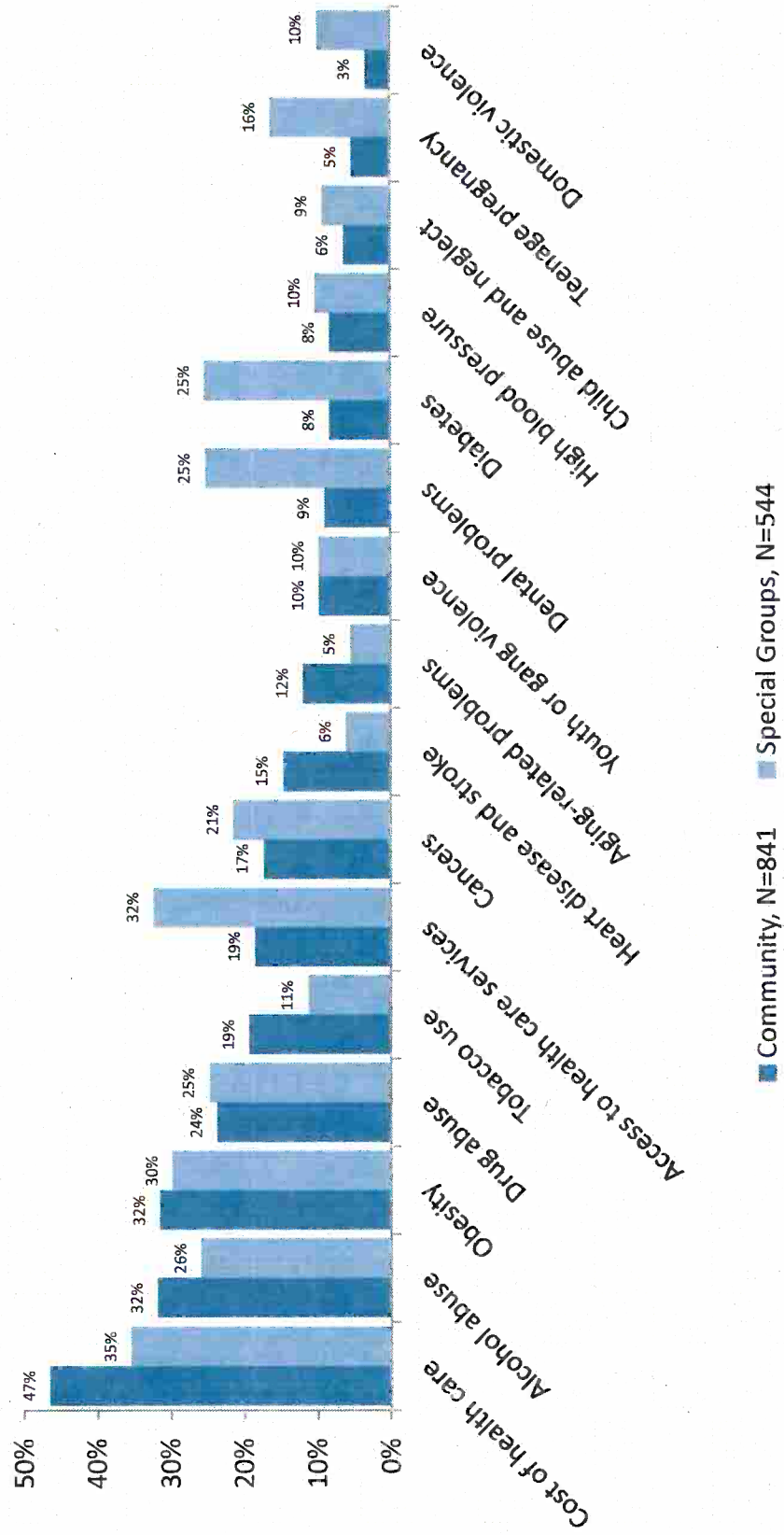
# CHNA Original Data Collection

- 25-item survey – 18 health-related questions, 7 socio-demographic questions – administered during Spring 2012
- Community Sample (N = 970)
  - Zip-code based disproportionate random sample of residents of Washoe County who utilized services from St. Mary's
- Special Group Sample (N = 588)
  - Access to Healthcare Network
  - St. Mary's WIC Clinic
  - Nell J. Redfield Health Center
  - St. Mary's Dental Program

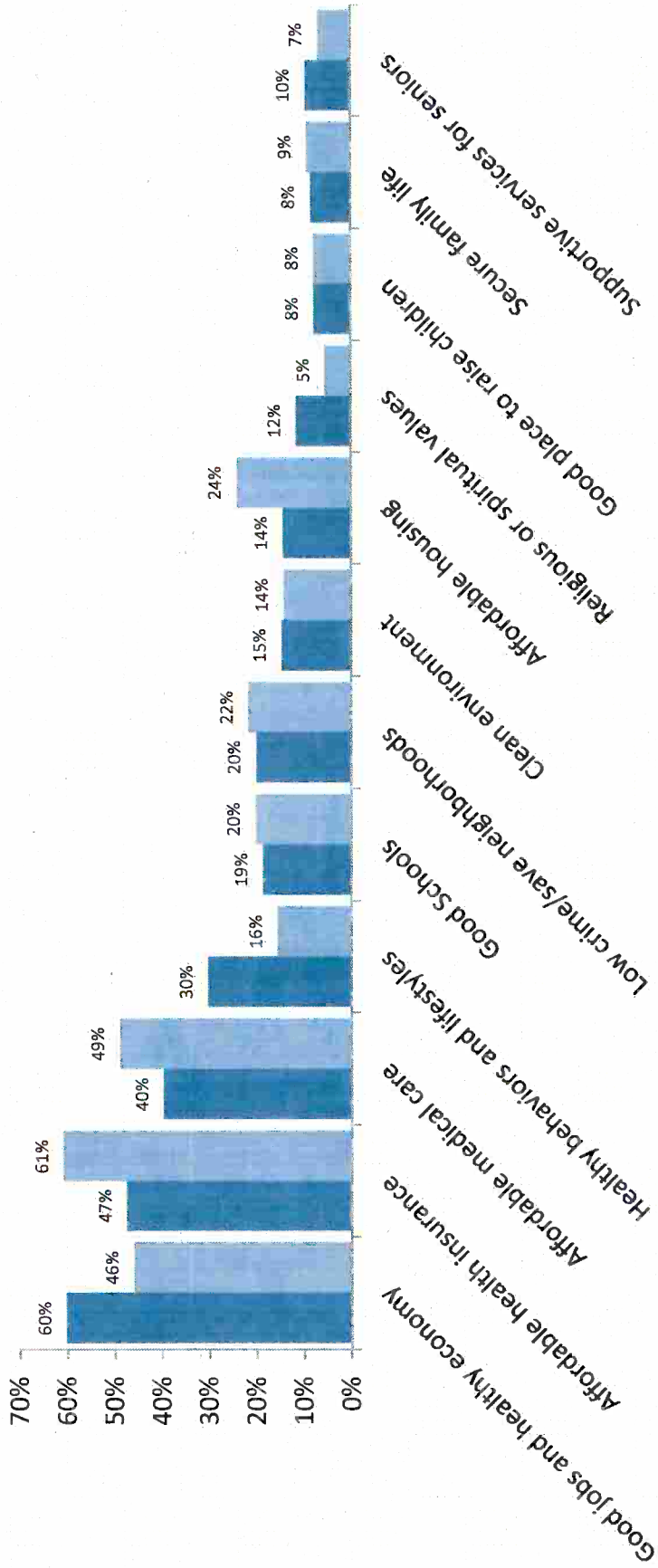
# Themes Emerging from the Survey

- Areas of agreement – Affordability and access are the major health challenges facing all residents of northern Nevada
- Areas of divergence – Self-reported health, health care utilization and usual sources of care, access to oral health care services

# What do you think are the top three health problems people in our community face?

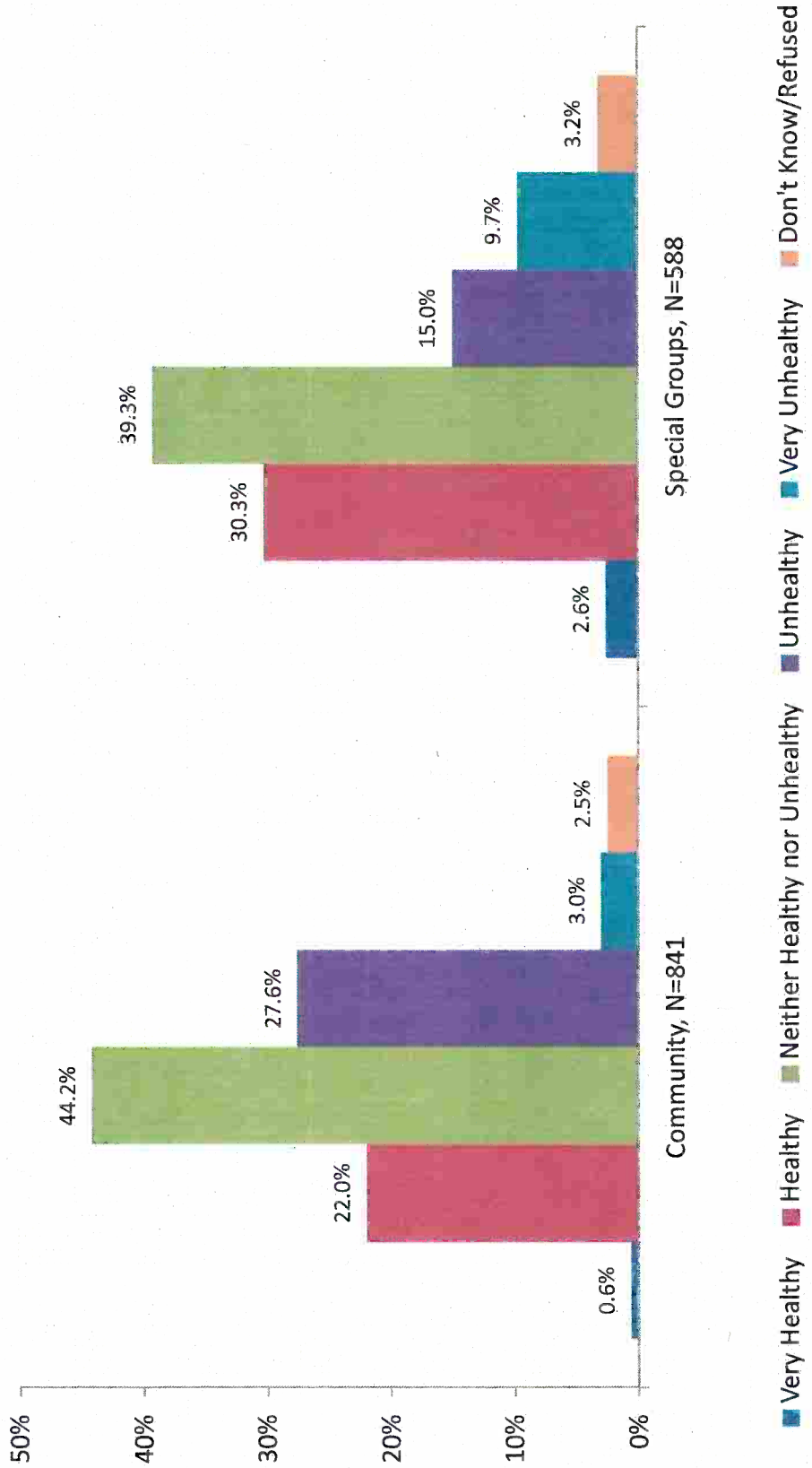


# What do you think are the three most important factors for a healthy community and improving the quality of life in our community?

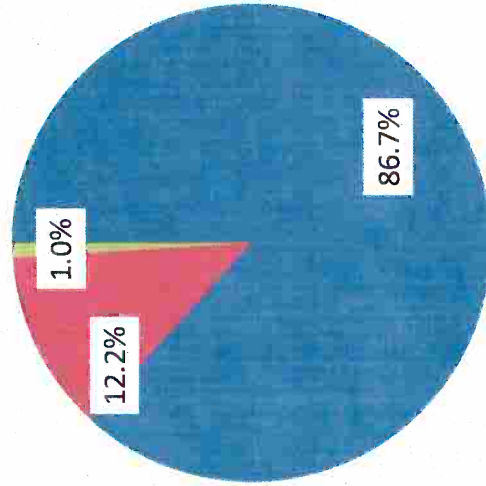


■ Community, N=841      ■ Special Groups, N=588

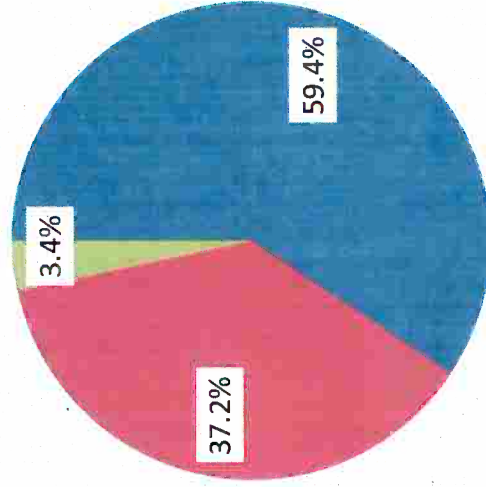
# In the most general terms, how would you rate the overall health of our community?



# Do you have at least one person you think of as your personal doctor or health care provider?

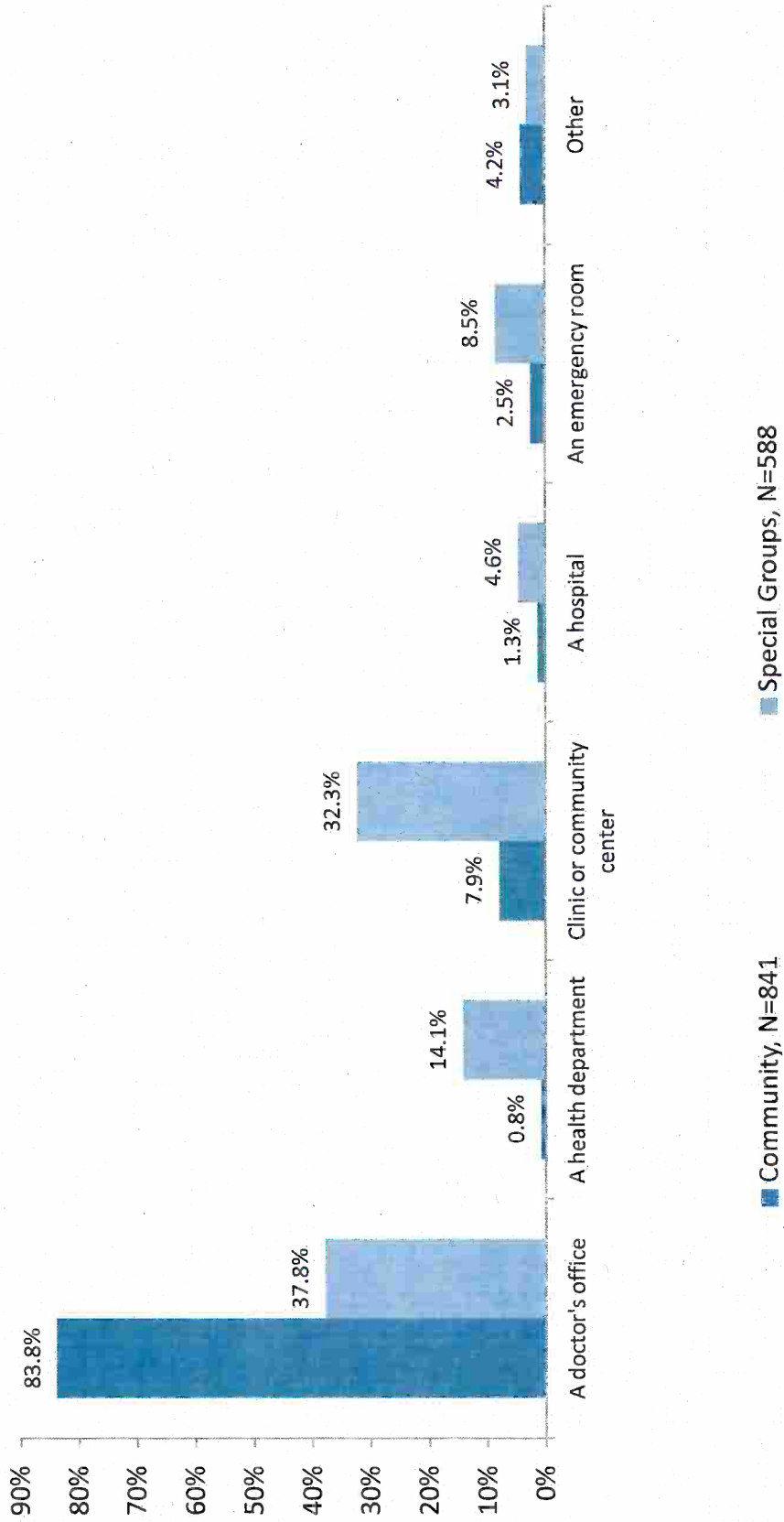


■ Yes ■ No ■ Don't Know / Refused  
Community, N=841

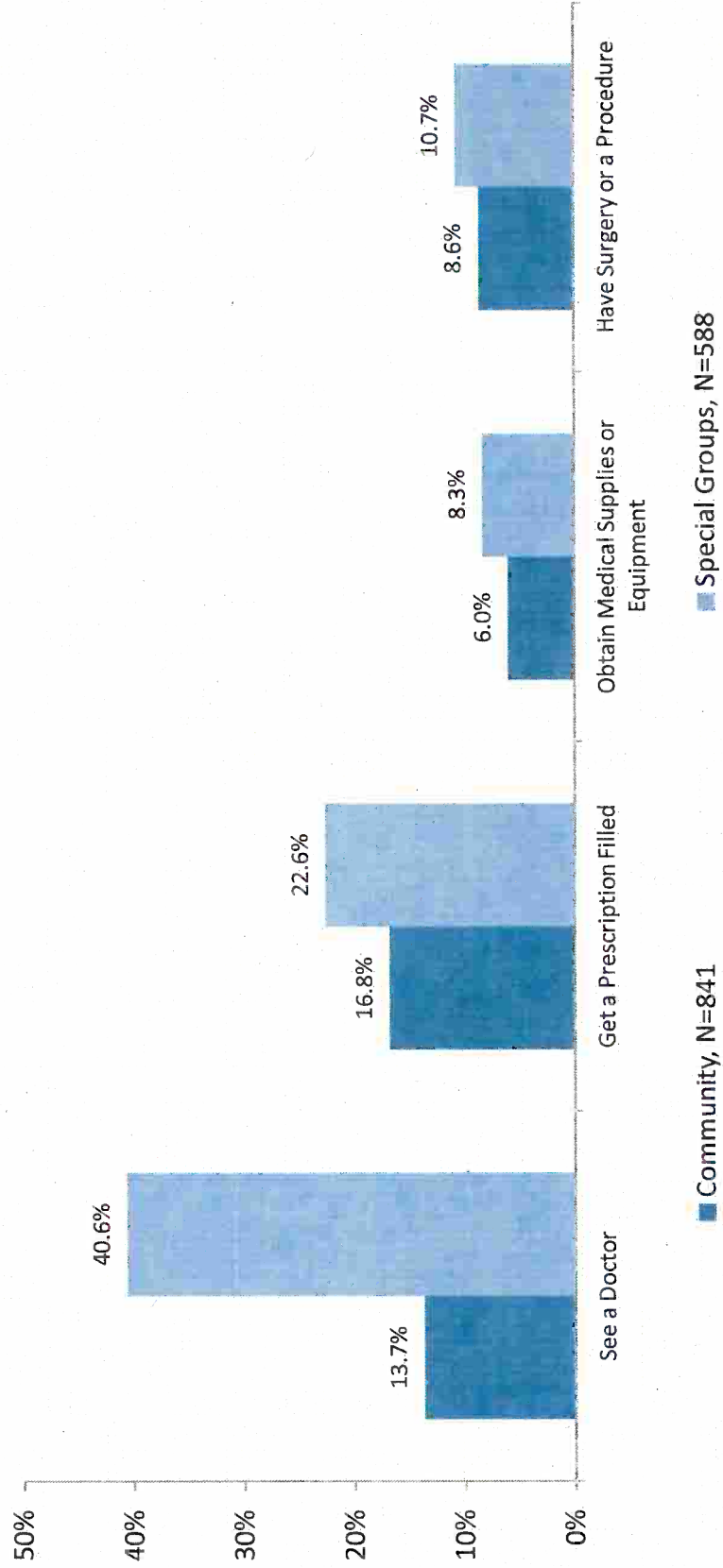


■ Yes ■ No ■ Don't Know / Refused  
Special Groups, N=588

# If you need to go to a doctor, where do you go most often?

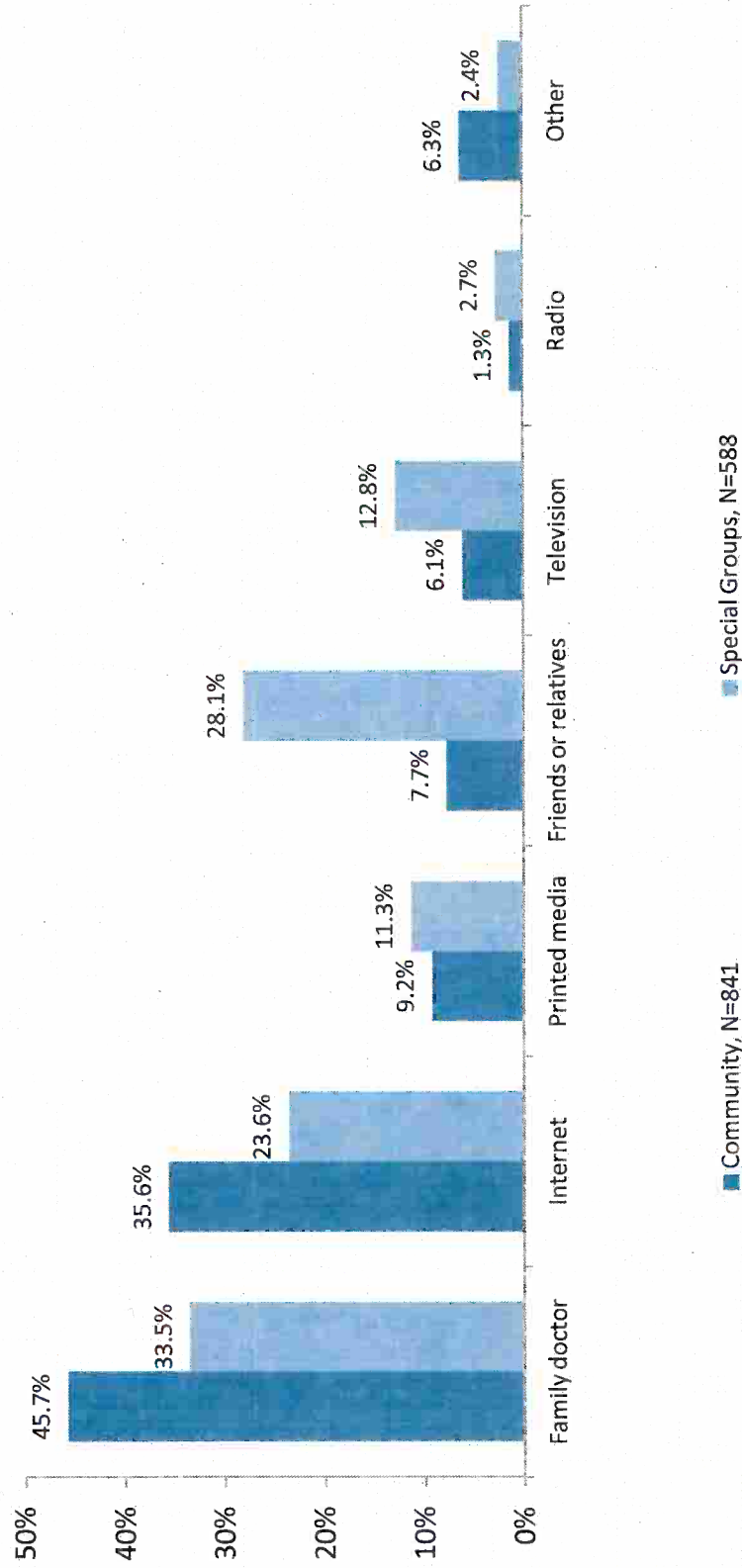


In the past 12 months, did you need any of the following, but could not receive them because of cost?

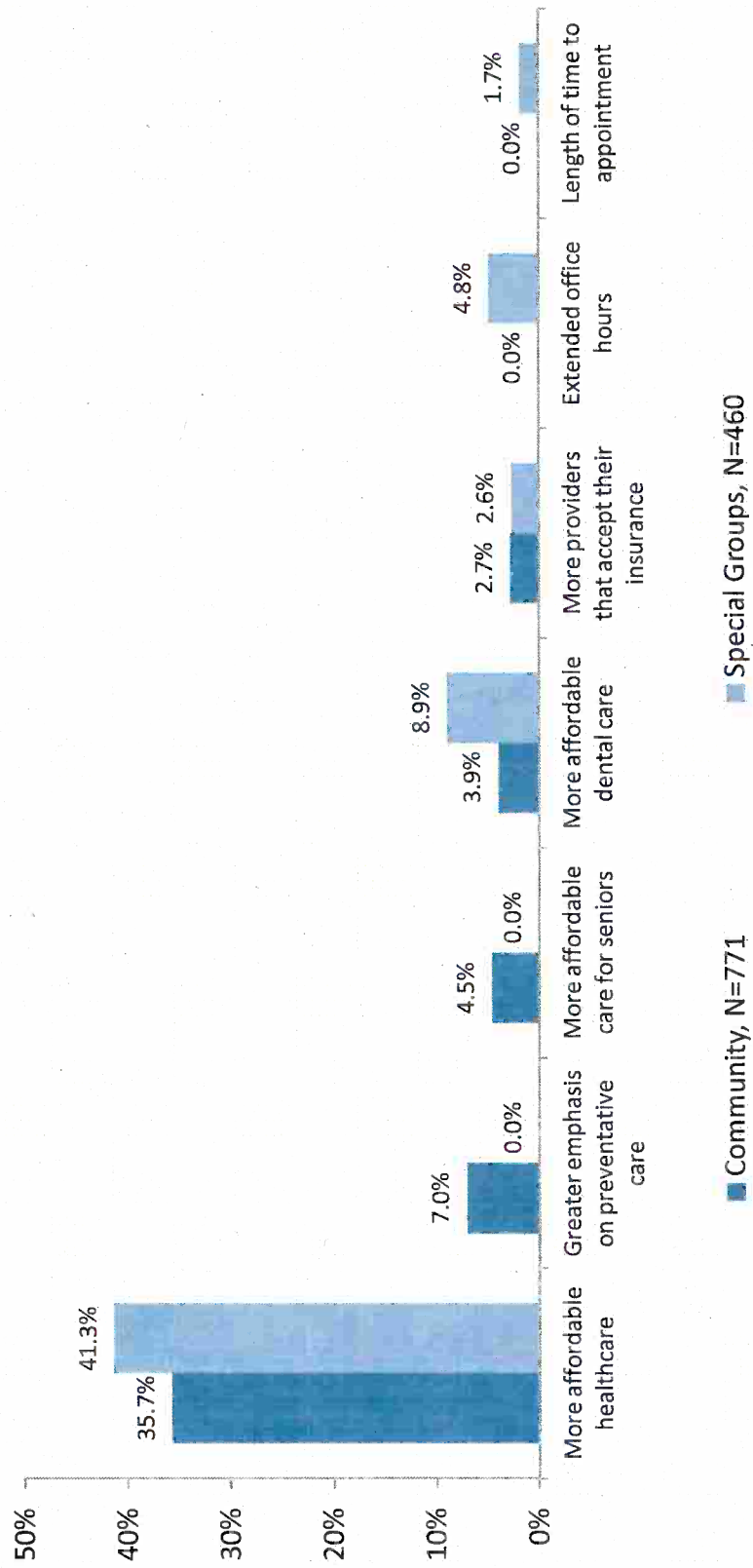




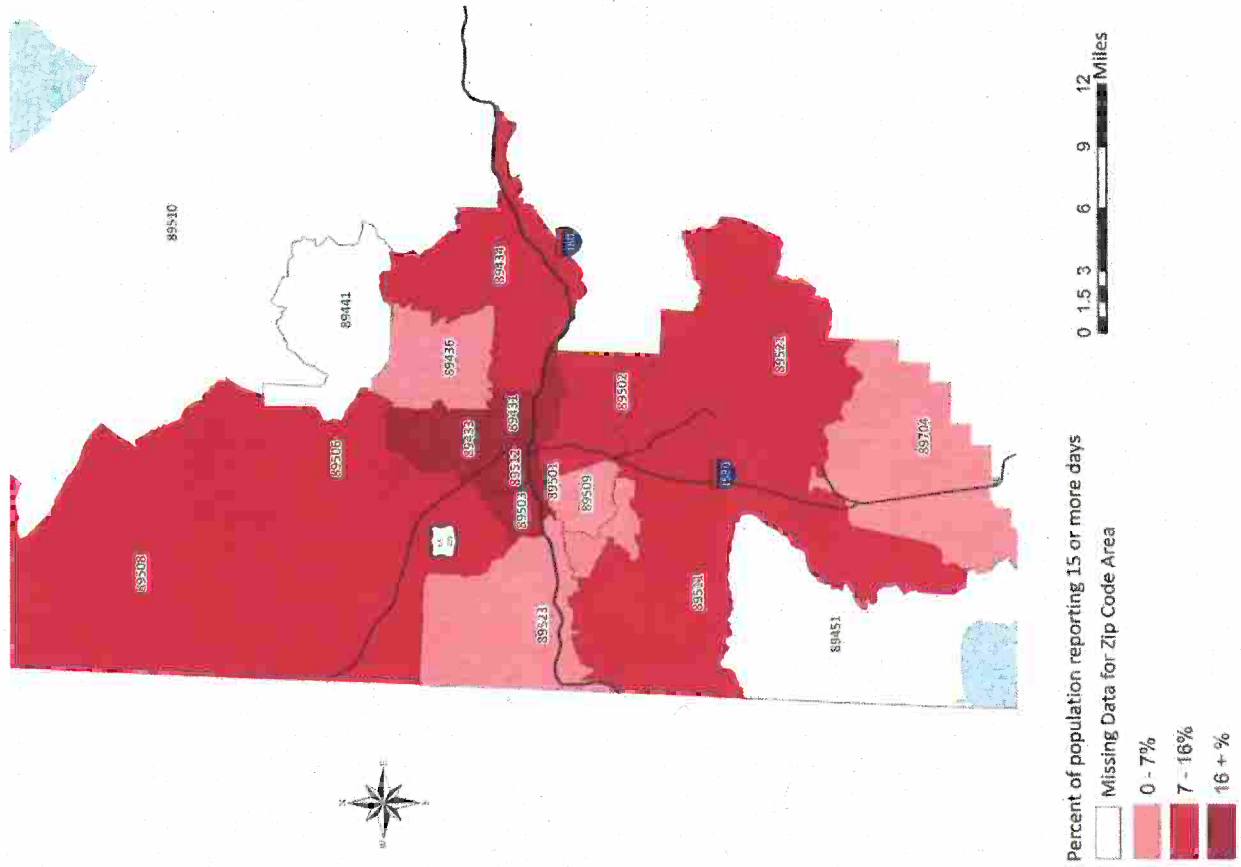
# What is your primary source for medical information?



# What changes in health care services would you like to see in our community?

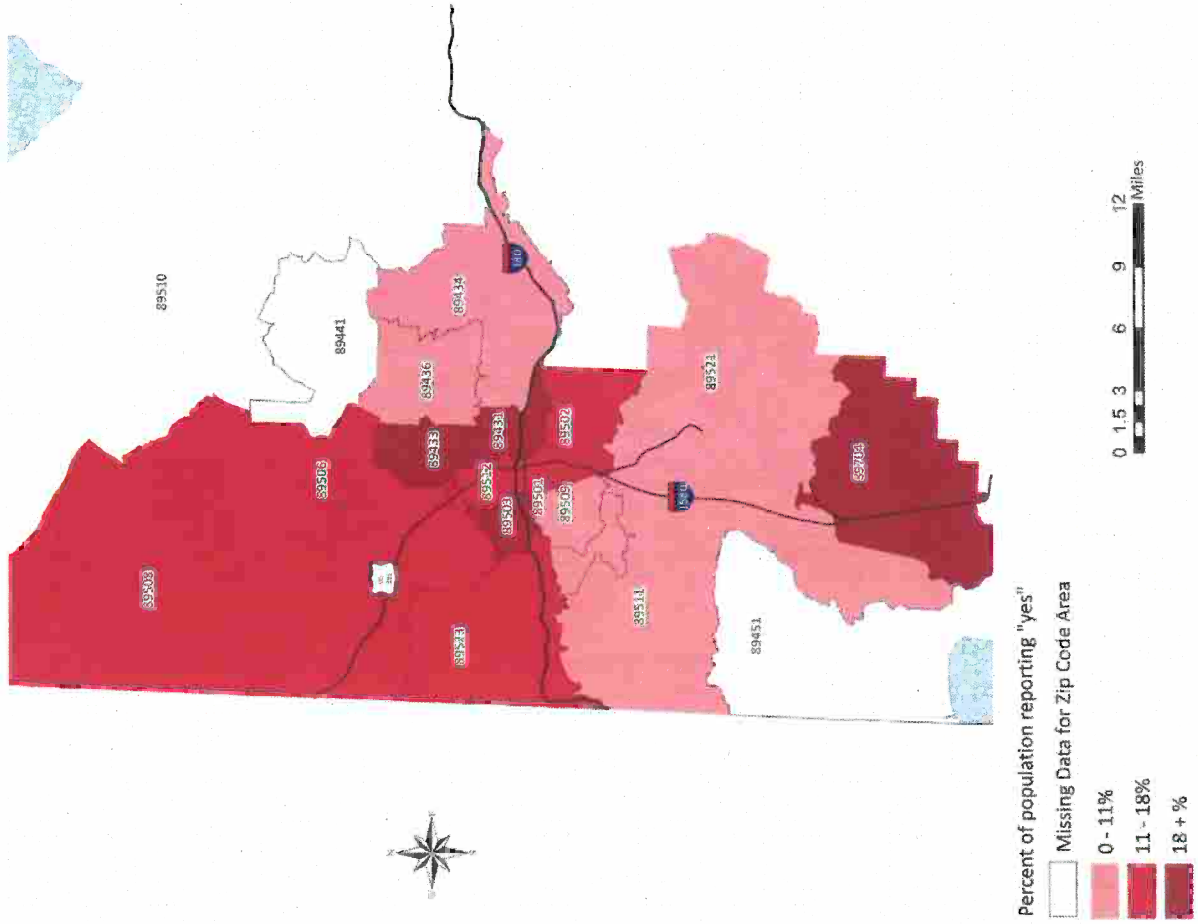


Map 1: How many days during the past 30 days was your physical health not good?

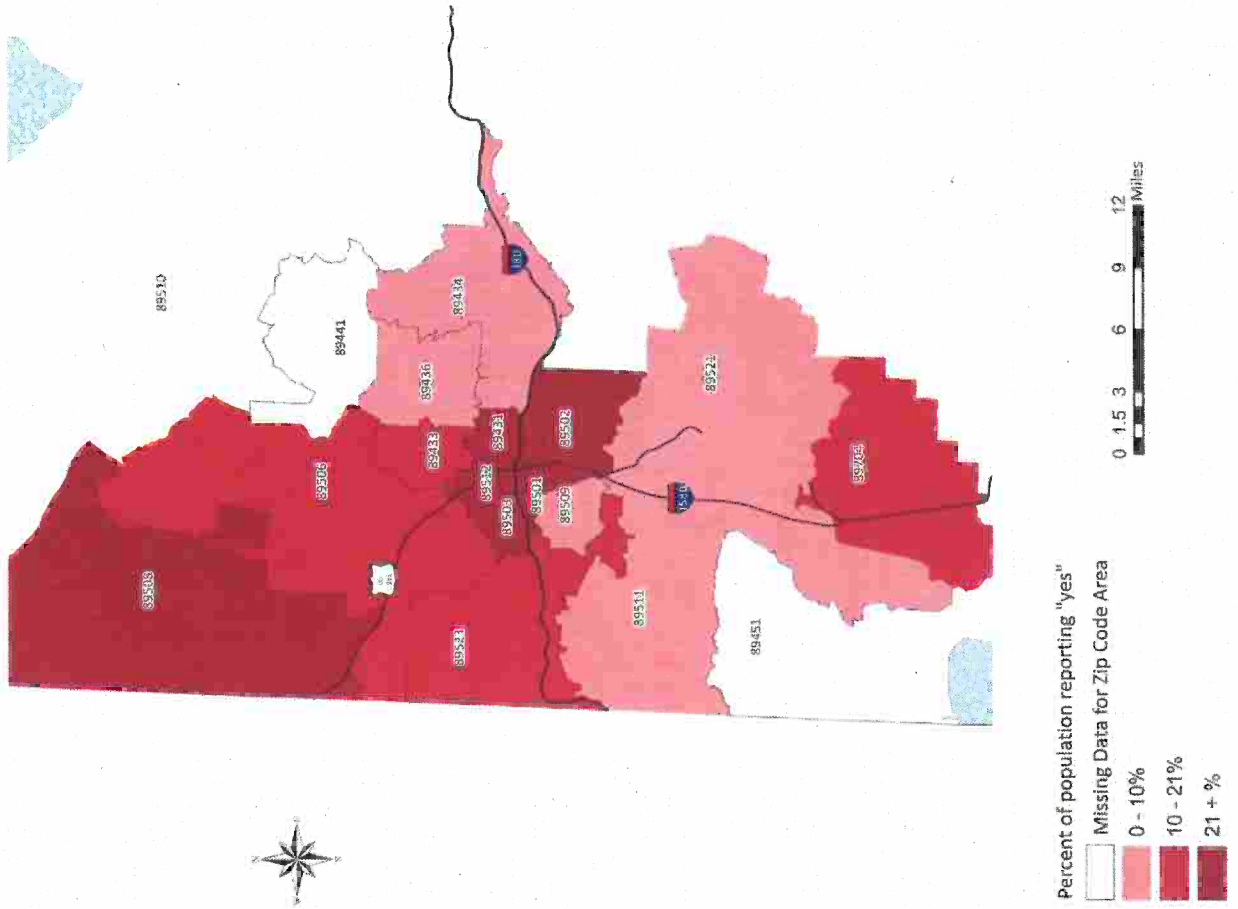




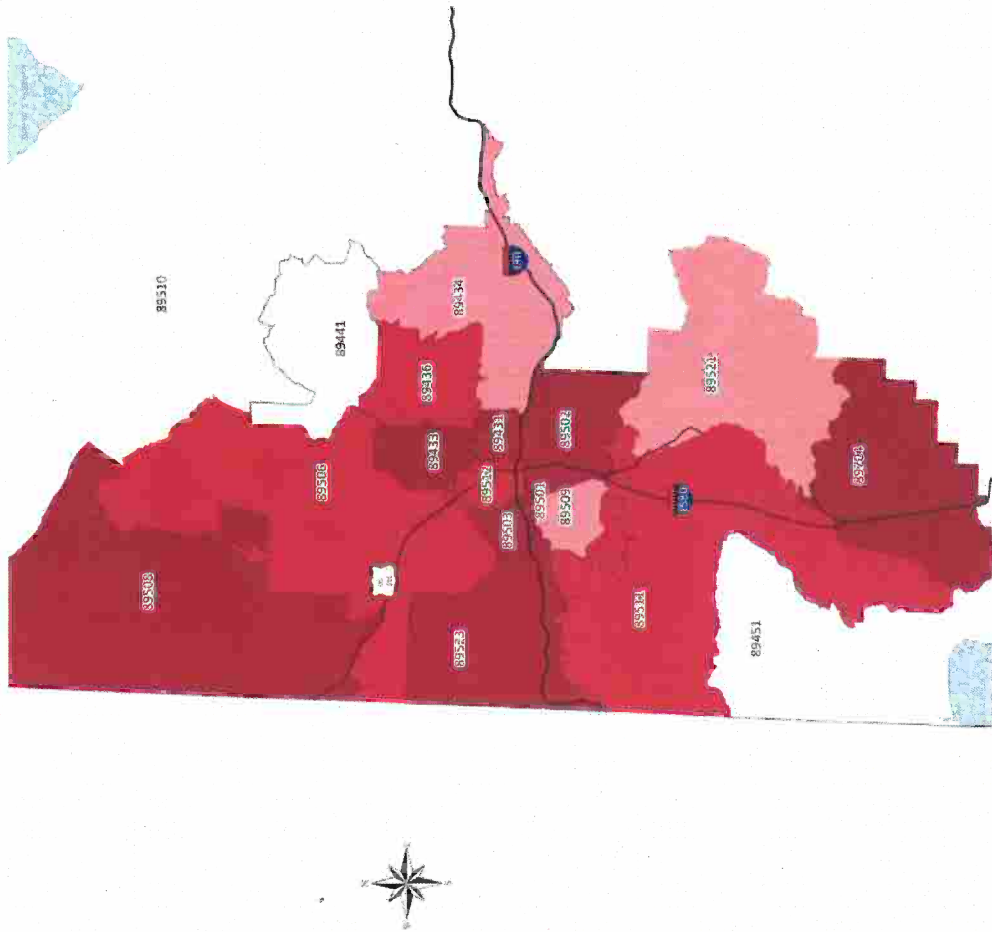
Map 3: In the past 12 months, did you need to see a Doctor, but could not because of cost?



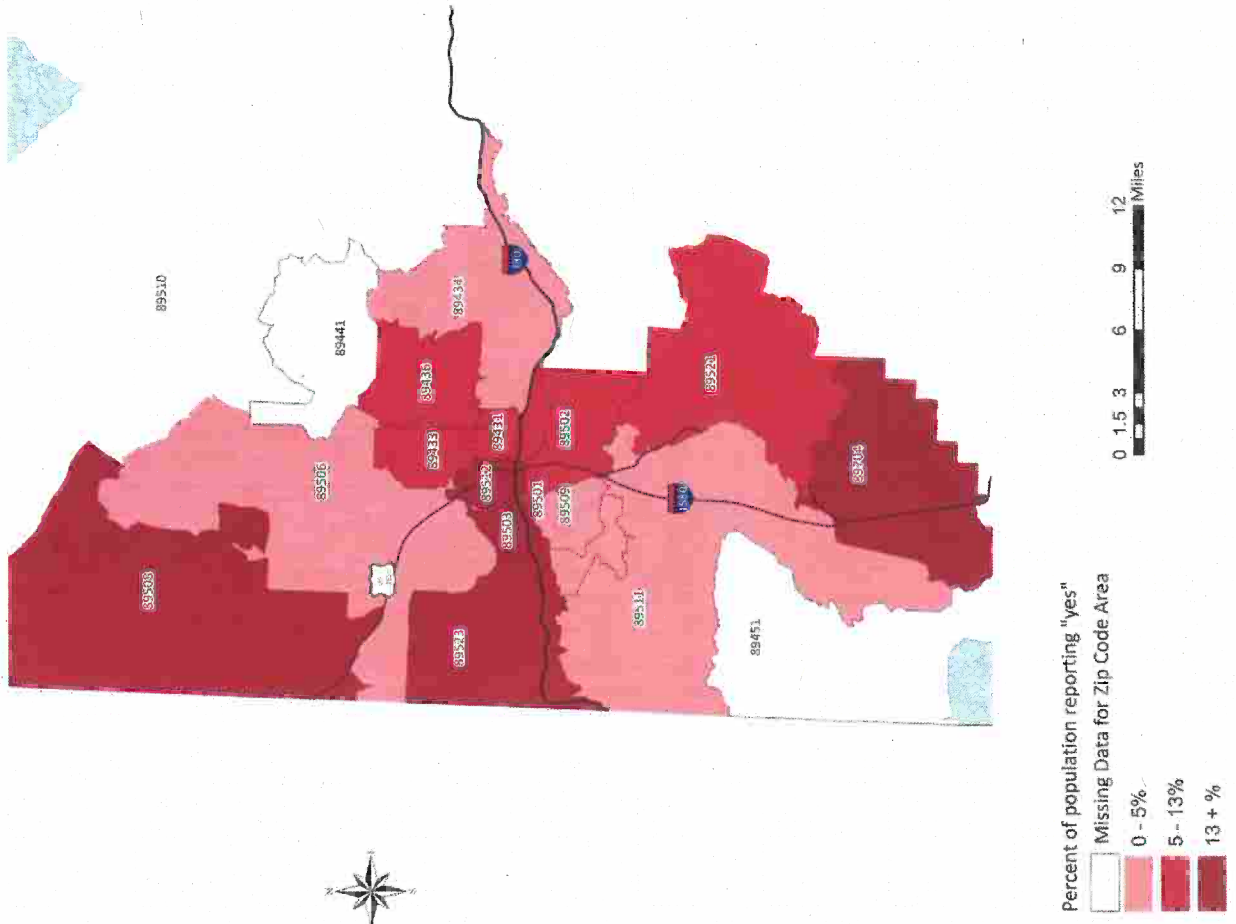
Map 4: In the past twelve months, did you need to have a prescription filled, but could not because of cost?



Map 5: In the past 12 months, did you need to buy medical supplies, but could not because of cost?



Map 6: In the past 12 months, did you need to have surgery or a procedure, but did not because of cost?





# Healthy Community Map of Northern Nevada

- Healthy Community Map has been centerpiece of the St. Mary's community health needs assessment
- Map provides the most current data on population health and health care utilization at the zip-code level in Washoe County
- Data will improve identification of health problems and targeting interventions for at-risk subpopulations in Washoe County

Healthy Community Map of  
Northern Nevada

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

## Version 2.0

Planned or under construction (Zip-code Level):

- Communicable Disease Map
- Food Borne Disease Map
- Emergency Room Admissions Map
- Life Expectancy Map
- Statewide Data

# Additional Information

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Professor of Epidemiology and Biostatistics

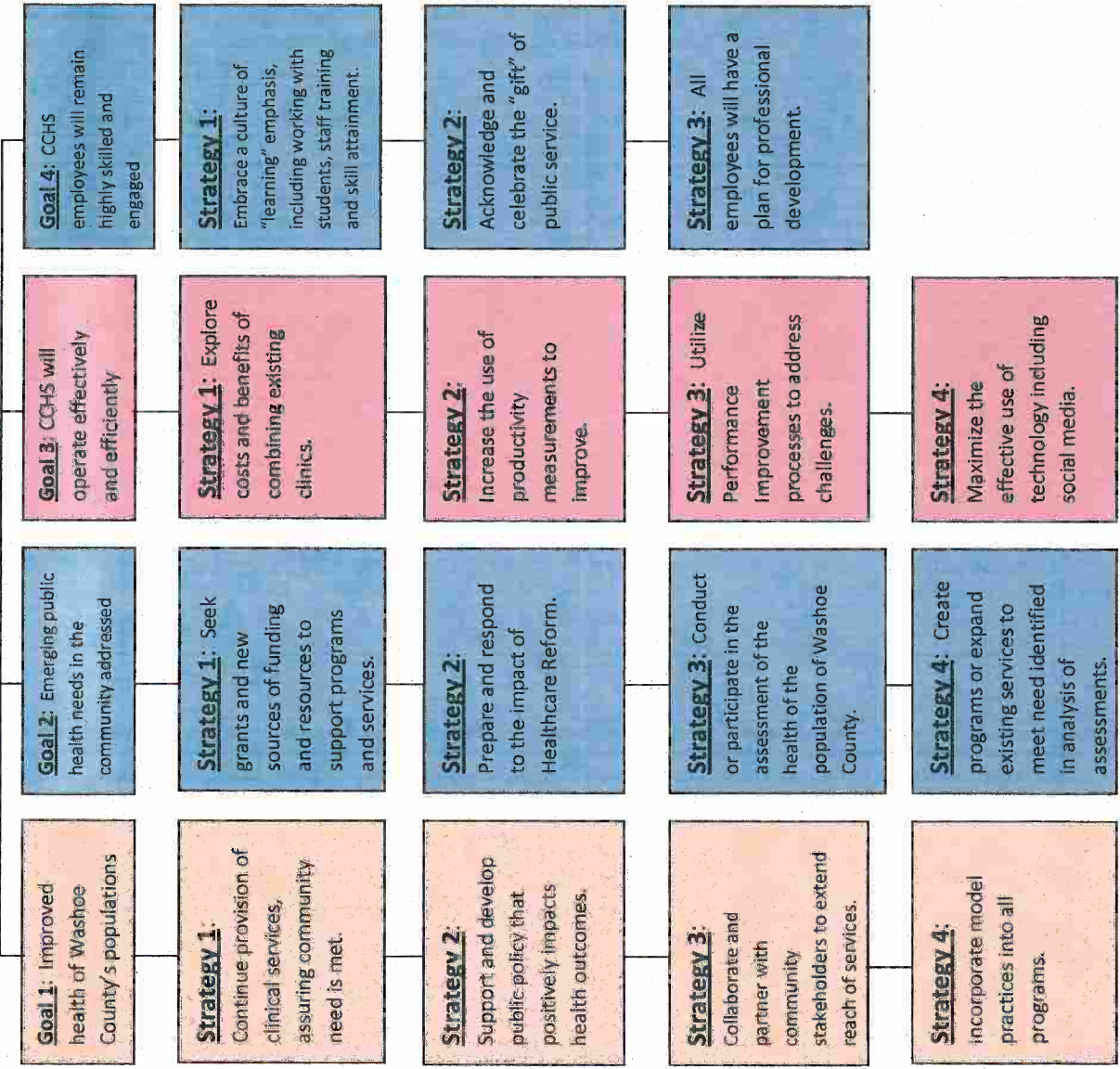
Director, Nevada Center for Health Statistics and Informatics

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**Washoe County Health District**  
 CCHS 2013 – 2014 Strategic Plan  
 Revised 12.3.2012



**S T R A T E G I C D I R E C T I O N**

**Vision Statement:**  
 We are Leaders  
 In a Unified  
 Community  
 Committed to  
 Optimal Human and  
 Environmental  
 Health.

**Mission Statement:**  
 To protect and enhance the physical well being and quality of life for all citizens of Washoe County through providing health information, disease prevention, emergency preparedness, and environmental services.

- Organizational Values:**
- **Trustworthiness**
    - Appropriate allocation of resources
    - Spend prudently
    - Stewardship
  - **Professionalism**
    - Ethics
    - Education
    - Accountability
  - **Partner - Collaborate**
    - Be flexible, adapt
    - Be accessible
    - Be Proactive
    - Innovate and create

## **CCHS Strategic Plan – Examples of progress**

### **Goal 1: Improved health of Washoe County's populations**

#### Strategies –

1. Clinical services – continued provision of immunizations, sexual health services, family planning and tuberculosis services.
2. Continued policy work in the Chronic Disease program, addressing tobacco use, obesity/overweight, and physical activity.
3. Ongoing partnerships with Immunize Nevada for School Located Vaccination Clinics (SLVC), and other immunization clinics.
4. Ongoing – routinely incorporate model practices into programs – family planning, immunizations, sexual health, tuberculosis, etc.

### **Goal 2: Emerging public health needs in the community addressed**

#### Strategies –

1. Chronic Disease program (CDPP) put forth four new grants in 2012; CCHS received two NACCHO grants.
2. Beginning discussions with DHO and CCHS management re: Healthcare Reform.
3. CDPP conducted annual ACHIEVE community assessment.
4. Immunization services meeting community need with SLVC efforts.

### **Goal 3: CCHS will operate effectively and efficiently**

#### Strategies –

1. Exploring combining of family planning and sexual health clinics; programs now under one manager.
2. Productivity measures used to guide program direction, for staff evaluations and for reporting.
3. Quality planning and quality improvement processes routinely used to address challenges – from larger projects to smaller, rapid-cycle interventions that improve client or staff processes and satisfaction.
4. Began use of texting for contacting sexual health clients when no other options exist.

### **Goal 4: CCHS employees will remain highly skilled and engaged**

#### Strategies –

1. Routinely provide learning experiences to UNR nursing, community health students and medical students/residents. Provide staff training on an ongoing basis, including the CCHS “Annual Training Day”, to assure that critical competencies are met.
2. Routinely acknowledge the hard work of staff, thanking them for their efforts, and encouraging even more.
3. Professional development plans are part of all staff evaluations.



# Washoe County Health District



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

March 13, 2013

To: Members District Board of Health  
 From: Eileen Stickney  
 Subject: Health Fund Revenue and Expenditure Report for February 2013  
 Agenda Item No. -

**Recommendation**

Staff recommends that the District Board of Health accept the attached report of revenues and expenditures for the Health Fund for February 2013 of fiscal year 13.

**Background**

The attached reports are for the accounting period 8/13 and the percentages should approximate 67% of the year. The total revenues and expenditures for the current year (FY13) compared to last year (FY12) are as follows:

Feb 2013	FY13 – REV	FY12 – REV	FY13 – EXP	FY12 – EXP
Transfer				
AHS	58%	60%	63%	56%
AQM	59%	54%	53%	50%
CCHS	46%	48%	61%	59%
EHS	60%	62%	56%	60%
EPHP	64%	54%	62%	54%
<b>TOTAL</b>	<b>57%</b>	<b>50%</b>	<b>57%</b>	<b>55%</b>

The Environmental Oversight Account for February is \$108,303.21.

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  
Pds 1-8, FY13

Accounts	2013 Plan	2013 Actuals	Balance	Act%	2012 Plan	2012 Actual	Balance	Act%
422504 Pool Permits	51,500.00-	38,984.00-	12,516.00-	76	46,900.00-	31,790.00-	15,110.00-	68
422505 RV Permits	68,000.00-	17,924.00-	50,076.00-	26	63,000.00-	17,275.85-	45,724.15-	27
422507 Food Service Permits	10,500.00-	7,333.00-	3,167.00-	70	9,700.00-	6,496.00-	3,204.00-	67
422508 Wat Well Const Perm	369,000.00-	260,881.00-	108,119.00-	71	342,000.00-	227,478.00-	114,522.00-	67
422509 Water Company Permits	20,000.00-	15,087.00-	4,913.00-	75	27,000.00-	7,594.00-	19,406.00-	28
422510 Air Pollution Permits	2,500.00-	1,978.00-	522.00-	79	3,500.00-	1,638.00-	1,862.00-	47
422511 ISDS Permits	448,037.00-	289,079.75-	158,957.25-	65	370,485.00-	195,994.50-	174,490.50-	53
422513 Special Event Permits	49,000.00-	32,661.00-	16,339.00-	67	47,000.00-	34,855.00-	12,145.00-	74
422514 Initial Applic Fee	27,000.00-	18,548.00-	8,452.00-	52	74,000.00-	44,062.00-	29,938.00-	60
* Licenses and Permits	1,124,537.00-	723,305.75-	401,231.25-	64	1,008,585.00-	582,291.35-	9,892.00-	60
431100 Federal Grants	5,537,884.51-	2,838,291.34-	2,699,593.17-	51	6,249,019.10-	2,978,740.58-	426,293.65-	58
431105 Federal Grants - Indirect	76,068.00-	54,558.61-	21,509.39-	72	38,708.00-	56,642.84-	17,934.84	146
432100 State Grants	281,857.00-	235,365.97-	46,491.03-	84	458,327.00-	282,636.81-	175,690.19-	62
432310 Tire Fee NRS 444A.090	418,766.00-	241,500.45-	177,265.55-	58	452,000.00-	333,043.06-	118,956.94-	74
432311 Pol Ctr 455B.830	300,000.00-	162,040.00-	137,960.00-	54	297,006.07-	235,393.00-	61,613.07-	79
* Intergovernmental	6,614,575.51-	3,531,756.37-	3,082,819.14-	53	7,485,060.17-	3,868,456.29-	3,608,603.88-	52
460500 Other Immunizations	89,000.00-	41,094.00-	47,906.00-	46	89,000.00-	56,051.73-	32,948.27-	63
460501 Medicaid Clinical Services	36,200.00-	44.46	36,244.46-	0-	40,300.00-	12,945.42-	27,354.58-	32
460503 Childhood Immunizations	30,000.00-	12,091.50-	17,908.50-	40	59,000.00-	19,050.54-	39,949.46-	32
460508 Tuberculosis	4,100.00-	3,311.97-	788.03-	81	6,250.00-	2,460.02-	3,789.98-	39
460509 Water Quality						378.00-	378.00	60
460510 IT Overlay	113,400.00-	75,917.00-	37,483.00-	67	96,800.00-	57,726.00-	39,074.00-	60
460511 Birth and Death Certificates	400,000.00-	307,307.00-	92,693.00-	77	280,000.00-	290,186.00-	10,186.00	104
460512 Duplication Service Fees		237.78-	237.78			249.39-	249.39	
460513 Other Health Service Charges	2,700.00-	2,910.00-	210.00	108	2,700.00-	1,298.00-	1,402.00-	48
460514 Food Service Certification	13,900.00-	11,362.00-	2,538.00-	82	9,000.00-	15,824.00-	6,624.00	174
460515 Medicare Reimbursement					300.00-		300.00-	
460516 Pgm Inc-3rd Ptry Rec	2,250.00-	7,275.00-	2,250.00-		4,750.00-	8,752.83-	4,002.83	184
460517 Influenza Immunization	7,000.00-	14,649.58-	8,350.42-	104	7,000.00-	4,698.99-	2,301.01-	67
460518 STD Fees	23,000.00-	20,510.00-	23,490.00-	64	28,000.00-	14,774.35-	13,225.65-	53
460520 Eng Serv Health	44,000.00-	879.00-	1,621.00-	47	42,000.00-	19,967.00-	22,033.00-	48
460521 Plan Review - Pools & Spas	2,500.00-	17,481.00-	481.00	35	2,500.00-	3,652.00-	1,152.00	146
460523 Plan Review - Food Services	17,000.00-	18,683.47-	25,316.53-	103	17,000.00-	11,693.00-	5,307.00-	69
460524 Family Planning	44,000.00-	24,192.00-	5,808.00-	42	44,000.00-	20,619.04-	23,380.96-	47
460525 Plan Review - Vector	30,000.00-	21,511.00-	18,489.00-	81	24,000.00-	18,059.00-	5,941.00-	75
460526 Plan Review-Air Quality	40,000.00-	63,414.00-	36,586.00-	54	25,000.00-	20,059.00-	4,941.00-	80
460527 NOE-AQM	100,000.00-	47,271.00-	36,729.00-	63	76,000.00-	63,442.00-	12,558.00-	83
460528 NESHAP-AQM	84,000.00-	31,237.00-	9,763.00-	56	66,000.00-	47,597.00-	18,403.00-	72
460529 Assessments-AQM	41,000.00-	2,838.00-	238.00	76	28,000.00-	20,790.00-	7,210.00-	74
460530 Inspector Registr-AQ	2,600.00-	89,212.00-	5,788.00-	109	3,115.00-	2,670.00-	445.00-	86
460531 Dust Plan-Air Quality	95,000.00-	322.00-	322.00	94	165,000.00-	63,912.00-	101,088.00-	39
460532 Plan Rvw Hotel/Motel						189.00	189.00	
460533 Quick Start						87.00-	87.00	
460534 Child Care Inspection	8,500.00-	5,035.00-	3,465.00-	59	8,000.00-	4,623.00-	3,377.00-	58
460535 Pub Accomod Inspection	17,300.00-	9,499.00-	7,801.00-	55	16,000.00-	9,510.00-	6,490.00-	59
460570 Education Revenue	5,700.00-	946.00-	4,754.00-	17	13,400.00-	3,948.00-	9,452.00-	29
* Charges for Services	1,253,150.00-	829,141.84-	424,008.16-	66	1,153,115.00-	795,012.31-	358,102.69-	69



Washoe County Health District  
 REVENUE  
 Pds 1-8, FY13

Accounts	2013 Plan	2013 Actuals	Balance	Act%	2012 Plan	2012 Actual	Balance	Act%
484050 Donations Federal Pgm Income	41,934.00-	26,084.57-	15,849.43-	62	41,450.00-	29,560.80-	11,889.20-	71
484195 Non-Gov't'l Grants	114,750.00-	58,763.00-	55,987.00-	51	5,000.00-	150.00-	5,000.00-	
485100 Reimbursements		907.44-	907.44				150.00	
485110 Workers Comp Reimb		240.00-	240.00			200.00-	200.00	
485121 Jury Reimbursements		5,167.45-	5,167.45		805,650.00-	1,253.80-	804,396.20-	0
485300 Other Misc Govt Rev	156,684.00-	91,162.46-	65,521.54-	58	852,100.00-	31,164.60-	820,935.40-	4
* Miscellaneous	9,148,946.51-	5,175,366.42-	3,973,580.09-	57	10,508,860.17-	5,294,924.55-	5,213,935.62-	50
** Revenue								

Washoe County Health District  
EXPENSES  
Pds 1-8, FY13

Accounts	2013 Plan	2013 Actuals	Balance	Act%	2012 Plan	2012 Actual	Balance	Act%
701110 Base Salaries	9,445,009.37	5,728,199.66	3,716,809.71	61	9,478,553.73	5,756,431.36	3,722,122.37	61
701120 Part Time	529,904.89	351,137.91	178,766.98	66	542,290.09	362,486.52	179,803.57	67
701130 Pooled Positions	449,368.86	245,859.84	203,509.02	55	425,879.50	222,796.04	203,083.46	52
701140 Holiday Work	1,450.00	1,650.81	200.81	114	1,200.00	3,590.00	2,390.00	299
701200 Incentive Longevity	161,762.00	85,224.97	76,537.03	53	162,380.00	82,789.21	79,590.79	51
701300 Overtime	50,825.11	22,788.46	28,036.65	45	57,406.25	25,772.72	31,633.53	45
701406 Standby Pay						5,427.32	5,427.32	
701408 Call Back	1,000.00	182.10	817.90	18	3,000.00	552.01	2,447.99	
701412 Salary Adjustment	52,986.54		52,986.54		101,818.78		101,818.78	
701413 Vac Payoff/Sick Pay-Term		64,356.37	64,356.37			132,925.95	132,925.95	
701417 Comp Time		20,986.42	20,986.42			14,009.39	14,009.39	
701419 Comp Time - Transfer		9,723.83	9,723.83					
701500 Merit Awards					92,818.62		92,818.62	
* Salaries and Wages	10,692,306.77	6,530,110.37	4,162,196.40	61	10,679,709.73	6,606,780.52	4,072,929.21	62
705110 Group Insurance	1,443,538.10	893,662.34	549,875.76	62	1,489,390.16	900,401.77	588,988.39	60
705199 Lab Cost Sav-Benef						3,222.00	3,222.00	
705210 Retirement	2,389,096.05	1,459,726.23	929,369.82	61	2,366,170.12	1,460,985.92	905,184.20	62
705215 Retirement Calculation					355,282.00	5,435.96	349,846.04	2
705230 Medicare April 1986	137,881.64	87,987.00	49,894.64	64	137,288.33	87,386.45	49,901.88	64
705320 Workmens Comp	63,932.41	42,621.76	21,310.65	67	63,088.76	39,773.28	23,315.48	63
705330 Unemploy Comp	15,533.45	15,533.45		100	14,892.40	14,892.90	0.50	100
705360 Benefit Adjustment	10,656.00		10,656.00		11,708.00		11,708.00	
* Employee Benefits	4,060,637.65	2,499,530.78	1,561,106.87	62	4,437,819.77	2,505,654.28	1,932,165.49	56
740100 Professional Services	950,670.38	239,256.15	711,414.23	25	1,126,661.42	164,153.77	962,507.65	15
740105 Medical Services	9,264.00	1,927.00	7,337.00	21	8,914.00	1,208.50	7,705.50	14
740108 MD Consultants	46,900.00	28,762.50	18,137.50	61	60,900.00	34,812.50	26,087.50	57
740110 Contracted/T emp Services	68,500.00	27,906.59	40,593.41	41	89,365.00	25,214.10	64,150.90	28
740119 Subrecipient Payments					186,242.00	101,612.64	84,629.36	55
740200 Service Contract	105,243.00	37,828.09	67,414.91	36	69,433.00	56,447.52	12,985.48	81
740205 Repairs and Maintenance	20,541.91	4,536.92	16,004.99	22	19,940.00	4,010.52	15,929.48	20
740210 Software Maintenance	16,200.00	13,920.00	2,280.00	86	12,000.00	10,550.00	1,450.00	88
740300 Operating Supplies	133,937.55	73,791.49	60,146.06	55	158,652.00	82,912.58	75,739.42	52
740302 Small Tools & Allow	3,685.00	584.98	3,100.02	16	1,685.00	1,685.00	1,685.00	
740308 Animal Supplies	2,000.00	343.91	1,656.09	17	2,000.00	323.75	1,676.25	16
740312 Special Dept Expense		100.00	100.00					
740319 Chemical Supplies	231,950.00	232,131.87	181.87	100	281,950.00	265,391.74	16,558.26	94
740325 Signs and Markers						1,336.50	1,336.50	
740334 Copy/Machine Expense	28,166.89	14,163.71	14,003.18	50	29,324.89	15,181.64	14,143.25	52
740350 Office Supplies	41,463.01	23,204.35	18,258.66	56	44,277.01	25,633.87	18,643.14	58
740355 Books and Subscriptions	7,359.00	3,696.32	3,662.68	50	7,684.00	4,755.25	2,928.75	62
740360 Postage	21,860.00	13,146.32	8,713.68	60	21,085.00	11,173.03	9,911.97	53
740361 Express and Courier	610.75	639.22	28.47	105	780.00	168.90	611.10	22
740391 Fuel & Lube	100.00		100.00		100.00		100.00	
740500 Other Expense	42,473.51	17,026.32	25,447.19	40	28,331.31	16,789.81	9,541.50	66
740502 Printing	30,885.00	9,426.13	21,458.87	31	17,557.00	7,444.52	10,112.48	42
740503 Licenses & Permits	8,870.00	5,967.39	2,902.61	67	8,540.00	4,940.25	3,599.75	58
740504 Registration		99.99	99.99					
740505 Rental Equipment	3,324.00	1,173.00	2,151.00	35	2,300.00	1,158.00	1,142.00	50

Washoe County Health District  
EXPENSES  
Pds 1-8, FY13

Accounts	2013 Plan	2013 Actuals	Balance	Act%	2012 Plan	2012 Actual	Balance	Act%
710506 Dept Insurance Deductible		515.79	515.79-			150.00	150.00-	
710507 Network and Data Lines	6,240.00	7,199.30	959.30-	115	5,960.00	8,078.59	2,118.59-	136
710508 Telephone Land Lines	45,215.00	24,867.50	20,347.50	55	46,189.00	24,980.69	21,208.31	54
710509 Seminars and Meetings	32,070.00	23,856.50	8,213.50	74	33,040.00	19,531.19	13,508.81	59
710512 Auto Expense	19,804.00	8,736.10	11,067.90	44	23,268.00	8,507.67	14,760.33	37
710514 Regulatory Assessments	11,920.00	8,940.00	2,980.00	75		11,920.00	11,920.00-	
710519 Cellular Phone	18,290.00	8,531.90	9,758.10	47	17,240.00	10,248.94	6,991.06	59
710529 Dues	11,576.00	9,144.00	2,432.00	79	6,886.00	6,780.00	106.00	98
710535 Credit Card Fees	11,455.00	7,340.83	4,114.17	64	10,495.00	6,485.81	4,009.19	62
710546 Advertising	44,728.86	41,295.71	3,433.15	92	42,485.52	59,117.09	16,651.57-	139
710551 Cash Discounts Lost		103.22	103.22-			273.58	273.58-	
710552 Moving Costs						1,046.14	1,046.14-	
710577 Uniforms & Special Clothing	3,000.00	2,297.83	702.17	77	3,150.00	2,304.60	845.40	73
710585 Undesignated Budget	21,769.00		21,769.00		923,058.00		923,058.00	
710600 LT Lease-Office Space	113,439.00	74,819.57	38,619.43	66	113,439.00	83,761.42	29,677.58	74
710703 Biologicals	249,583.98	127,434.30	122,149.68	51	242,794.79	91,255.84	151,538.95	38
710714 Referral Services	9,040.00	2,712.00	6,328.00	30	9,040.00		9,040.00	
710721 Outpatient	110,399.15	43,035.41	67,363.74	39	97,399.00	45,024.17	52,374.83	46
710872 Food Purchases	11,675.00	2,967.37	8,707.63	25	3,726.00	592.51	3,133.49	16
711010 Utilities	2,880.00		2,880.00		3,483.00		3,483.00	
711100 ESD Asset Management	17,040.00	11,208.00	5,832.00	66	17,160.00	12,220.00	4,940.00	71
711113 Equip Srv Replace	25,938.64	18,143.32	7,795.32	70	44,139.00	30,611.14	13,527.86	69
711114 Equip Srv O & M	42,163.13	25,558.42	16,604.71	61	57,849.02	28,613.64	29,235.38	49
711115 Equip Srv Motor Pool	16,741.00		16,741.00			15,625.48	15,625.48-	
711117 ESD Fuel Charge	51,253.35	34,174.94	17,078.41	67	48,768.76	34,964.17	13,804.59	72
711119 Prop & Liab Billings	80,283.41	53,522.24	26,761.17	67	77,036.32	51,357.52	25,678.80	67
711210 Travel	227,485.25	34,812.48	192,672.77	15	163,845.00	34,375.20	129,469.80	21
711300 Cash Over Short						3.00-	3.00-	
711400 Overhead - General Fund	2,553,372.00	1,276,686.00	1,276,686.00	50				
711504 Equipment nonCapital	121,373.08	107,152.81	14,220.27	88	66,984.98	93,031.14	26,046.16-	139
* Services and Supplies	5,632,738.85	2,704,687.79	2,928,051.06	48	4,235,138.02	1,518,072.92	2,717,065.10	36
781004 Equipment Capital	384,770.01	175,589.40	209,180.61	46	529,183.12	262,214.75	266,968.37	50
* Capital Outlay	384,770.01	175,589.40	209,180.61	46	529,183.12	262,214.75	266,968.37	50
** Expenses	20,770,453.28	11,909,918.34	8,860,534.94	57	19,881,850.64	10,892,722.47	8,989,128.17	55
485196 Insur Reimb-F/A Loss		150.00-	150.00					
* Other Fin. Sources		150.00-	150.00					
621001 Transfer From General	8,623,891.00-	2,874,631.00-	5,749,260.00-	33	7,250,850.00-	1,812,714.00-	5,438,136.00-	25
* Transfers In	8,623,891.00-	2,874,631.00-	5,749,260.00-	33	7,250,850.00-	1,812,714.00-	5,438,136.00-	25
** Other Financing Src/Use	8,623,891.00-	2,874,781.00-	5,749,110.00-	33	7,250,850.00-	1,812,714.00-	5,438,136.00-	25
*** Total	2,997,615.77	3,859,770.92	862,155.15-	129	2,122,140.47	3,785,083.92	1,662,943.45-	178

Washoe County Health District  
Administrative Health Services  
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Accounts	2013 Plan	2013 Actuals	Balance	Act%	2012 Plan	2012 Actual	Balance	Act%
431100 Federal Grants	1,109,658.25-	643,888.96-	465,769.29-	58	1,191,109.00-	689,158.62-	501,960.38-	58
* 431105 Federal Grants - Indirect						28,103.25-	28,103.25	
* Intergovernmental	1,109,658.25-	643,888.96-	465,769.29-	58	1,191,109.00-	717,261.87-	473,847.13-	60
460512 Duplication Service Fees		5.00-	5.00			8.00-	8.00	
* Charges for Services	114,750.00-	58,763.00-	55,987.00-	51		8.00-	8.00	
484195 Non-Gov'tl Grants		5,125.00-	5,125.00					
485300 Other Misc Govt Rev	114,750.00-	63,888.00-	50,862.00-	56				
* Miscellaneous	114,750.00-	707,781.96-	516,626.29-	58	1,191,109.00-	717,269.87-	473,839.13-	60
** Revenue	1,224,408.25-	1,025,548.52	594,787.33	63	1,600,778.33	1,029,280.12	571,498.21	64
701110 Base Salaries	1,620,335.85	10,567.85	5,567.85-	211	24,125.42	10,094.87	14,030.55	42
701130 Pooled Positions	5,000.00	15,107.67	15,647.33	49	30,500.00	14,490.38	16,009.62	48
701200 Incentive Longevity	30,755.00	1,343.50	143.50-	112	2,000.00	2,005.45	5.45-	100
701300 Overtime	1,200.00	3,173.40	10,554.54		58,579.12	388.28	58,579.12	
701412 Salary Adjustment	10,554.54	18.92	3,173.40-			0.48	388.28-	
701413 Vac Payoff/Sick Pay-Term			18.92-				0.48-	
701417 Comp Time								
* Salaries and Wages	1,667,845.39	1,055,759.86	612,085.53	63	1,715,982.87	1,056,259.58	659,723.29	62
705110 Group Insurance	254,302.59	163,637.01	90,665.58	64	261,042.78	169,052.71	91,990.07	65
705199 Lab Cost Sav-Benefit						649.40-	649.40	
705210 Retirement	384,397.43	247,090.79	137,306.64	64	385,686.97	246,062.23	139,624.74	64
705215 Retirement Calculation					355,282.00		355,282.00	
705230 Medicare April 1986	22,639.74	14,569.50	8,050.24	64	22,872.08	14,648.91	8,223.17	64
705320 Workmens Comp	11,339.00	7,559.36	3,779.64	67	11,830.05	7,886.72	3,943.33	67
705330 Unemply Comp	2,755.00	2,755.00	2,755.00	100	2,794.50	2,794.50	2,794.50	100
* Employee Benefits	675,433.76	435,631.66	239,802.10	64	1,039,508.38	439,795.67	599,712.71	42
710100 Professional Services	45,500.00	43,268.98	2,231.02	95	1,500.00	1,278.88	221.12	85
710105 Medical Services	350.00	54.00	296.00	15	350.00	7,442.35	350.00	
710110 Contracted/Temp Services							7,442.35-	
710200 Service Contract	1,500.00		1,500.00		1,500.00	2.45	1,497.55	0
710205 Repairs and Maintenance	400.00	540.69	140.69-	135	400.00	34.00	366.00	9
710300 Operating Supplies	9,100.00	6,147.06	2,952.94	68	17,251.00	16,516.99	734.01	96
710312 Special Dept Expense		100.00	100.00-					
710334 Copy Machine Expense	4,500.00	3,619.54	880.46	80	5,500.00	3,513.72	1,986.28	64
710350 Office Supplies	9,993.00	4,785.99	5,207.01	48	11,700.00	8,344.84	3,355.16	71
710355 Books and Subscriptions	1,000.00	791.44	208.56	79	1,000.00	1,175.45	175.45-	118
710360 Postage	1,625.00	2,808.45	1,183.45-	173	1,125.00	535.22	589.78	48
710361 Express and Courier	100.00	40.84	59.16	41	100.00		100.00	
710500 Other Expense	1,600.00	882.65	717.35	55	1,600.00	872.50	727.50	55
710502 Printing	4,780.00	365.71	4,414.29	8	2,050.00	876.65	1,173.35	43
710503 Licenses & Permits	2,340.00	446.00	1,894.00	19	2,340.00	1,851.00	489.00	79
710507 Network and Data Lines	630.00	388.42	241.58	62	630.00	317.58	317.58	50
710508 Telephone Land Lines	10,080.00	5,323.49	4,756.51	53	11,080.00	5,201.18	5,878.82	47
710509 Seminars and Meetings	5,300.00	1,578.50	3,721.50	30	5,900.00	2,476.00	3,424.00	42
710512 Auto Expense	3,336.00	1,546.55	1,789.45	46	2,900.00	1,742.74	1,157.26	60
710519 Cellular Phone	1,470.00	998.05	471.95	68	1,470.00	1,767.13	297.13-	120
710529 Dues	2,850.00	3,480.00	630.00-	122	2,850.00	2,188.00	662.00	77

Washoe County Health District  
 Administrative Health Services  
 Pds 1-8, FY13

Accounts	2013 Plan	2013 Actuals	Balance	Act%	2012 Plan	2012 Actual	Balance	Act%
710546 Advertising	150.00	99.00	51.00	66	150.00		150.00	
710552 Moving Costs						1,046.14	1,046.14	
710600 LT Lease-Office Space	71,788.00	47,859.57	23,928.43	67	71,788.00	53,431.42	18,356.58	74
710872 Food Purchases	2,725.00		2,725.00		150.00		150.00	
711010 Utilities	1,000.00		1,000.00		1,000.00		1,000.00	
711100 ESD Asset Management					312.00	208.00	104.00	67
711114 Equip Srv O & M					767.04	437.25	329.79	57
711115 Equip Srv Motor Pool						50.00	50.00	
711117 ESD Fuel Charge						472.26	85.02	85
711119 Prop & Liab Billings	14,239.00	9,492.72	4,746.28	67	14,500.35	9,666.88	4,833.47	67
711210 Travel	41,165.00	2,622.33	38,542.67	6	13,500.00	4,544.47	8,955.53	34
711300 Cash Over Short						3.00	3.00	
711504 Equipment nonCapital	4,275.00	3,085.04	1,189.96	72	1,500.00	16,169.97	14,669.97	1,078
* Services and Supplies	241,796.00	140,325.02	101,470.98	58	175,470.67	142,154.91	33,315.76	81
** Expenses	2,585,075.15	1,631,716.54	953,358.61	63	2,930,961.92	1,638,210.16	1,292,751.76	56
*** Total	1,360,666.90	925,934.58	436,732.32	68	1,739,862.92	920,940.29	818,912.63	53

Washoe County Health District  
Air Quality Management  
Pds 1-8, FY13

Accounts	2013 Plan	2013 Actuals	Balance	Act%	2012 Plan	2012 Actual	Balance	Act%
422510 Air Pollution Permits	448,037.00-	289,079.75-	158,957.25-	65	370,485.00-	195,994.50-	174,490.50-	53
* Licenses and Permits	448,037.00-	289,079.75-	158,957.25-	65	370,485.00-	195,994.50-	174,490.50-	53
431100 Federal Grants	912,531.00-	434,878.96-	477,652.04-	48	863,531.00-	267,319.74-	596,211.26-	31
431105 Federal Grants - Indirect	30,224.00-	6,509.04-	23,714.96-	22		5,921.26-	5,921.26	
432100 State Grants	182,000.00-	182,000.00-		100	230,000.00-	230,000.00-		100
432311 Pol Ctr 455B.830	300,000.00-	162,040.00-	137,960.00-	54	297,006.07-	235,393.00-	61,613.07-	79
* Intergovernmental	1,424,755.00-	785,428.00-	639,327.00-	55	1,390,537.07-	738,634.00-	651,903.07-	53
460526 Plan Review-Air Quality	40,000.00-	21,511.00-	18,489.00-	54	25,000.00-	20,059.00-	4,941.00-	80
460527 NOE-AQM	100,000.00-	63,414.00-	36,586.00-	63	76,000.00-	63,442.00-	12,558.00-	83
460528 NESHAP-AQM	84,000.00-	47,271.00-	36,729.00-	56	66,000.00-	47,597.00-	18,403.00-	72
460529 Assessments-AQM	41,000.00-	31,237.00-	9,763.00-	76	28,000.00-	20,790.00-	7,210.00-	74
460530 Inspector Registr-AQ	2,600.00-	2,838.00-	238.00-	109	3,115.00-	2,670.00-	445.00-	86
460531 Dust Plan-Air Quality	95,000.00-	89,212.00-	5,788.00-	94	165,000.00-	63,912.00-	101,088.00-	39
* Charges for Services	362,600.00-	255,483.00-	107,117.00-	70	363,115.00-	218,470.00-	144,645.00-	60
485100 Reimbursements						150.00-	150.00	
485300 Other Misc Govt Rev		14.56-	14.56			423.30-	423.30	
* Miscellaneous		14.56-	14.56			573.30-	573.30	
** Revenue	2,235,392.00-	1,330,005.31-	905,386.69-	59	2,124,137.07-	1,153,671.80-	970,465.27-	54
701110 Base Salaries	1,345,462.49	816,252.55	529,209.94	61	1,292,212.29	730,634.63	561,577.66	57
701130 Pooled Positions	93,151.68	5,941.81	87,209.87	6	28,000.00	6,023.53	21,976.47	22
701140 Holiday Work	250.00	140.18	109.82	56		394.65	394.65-	
701200 Incentive-Longevity	19,210.00	9,449.98	9,760.02	49	22,400.00	9,723.85	12,676.15	43
701300 Overtime	10,045.11	2,493.78	7,551.33	25	7,599.56	3,158.60	4,440.96	42
701413 Vac-Payoff/Sick Pay-Term		2,023.44	2,023.44-			60,347.70-	60,347.70-	
701417 Comp Time		918.38	918.38-			5,358.86	5,358.86-	
* Salaries and Wages	1,468,119.28	837,220.12	630,899.16	57	1,350,211.85	815,641.82	534,570.03	60
705110 Group Insurance	172,127.11	107,123.60	65,003.51	62	177,040.72	99,526.45	77,514.27	56
705199 Lab Cost Sav-Benef						624.40-	624.40	
705210 Retirement	324,109.95	195,974.91	128,135.04	60	305,669.98	174,560.21	131,109.77	57
705230 Medicare April 1986	19,385.69	11,680.34	7,705.35	60	18,443.93	11,091.02	7,352.91	60
705320 Workmens Comp	7,585.40	5,056.96	2,528.44	67	7,543.80	5,029.20	2,514.60	67
705330 Unemply Comp	1,843.00	1,843.00		100	1,782.00	1,782.00		100
* Employee Benefits	525,051.15	321,678.81	203,372.34	61	510,480.43	291,364.48	219,115.95	57
710100 Professional Services	385,103.78	57,703.74	327,400.04	15	298,767.94	283.00	298,484.94	0
710105 Medical Services	1,416.00	1,098.00	318.00	78	1,316.00	323.50	992.50	25
710200 Service Contract	500.00	171.33	328.67	34	500.00	262.36	237.64	52
710205 Repairs and Maintenance	10,741.91	2,739.10	8,002.81	25	11,730.00	449.01	11,280.99	4
710210 Software-Maintenance	4,200.00	4,170.00	30.00	99		1,550.00	1,550.00-	
710300 Operating Supplies	11,079.55	16,413.42	5,333.87-	148	8,600.00	3,920.71	4,679.29	46
710334 Copy Machine Expense	4,400.00	1,683.83	2,716.17	38	4,400.00	2,523.95	1,876.05	57
710350 Office Supplies	4,000.00	2,848.35	1,151.65	71	4,000.00	2,500.83	1,499.17	63
710355 Books and Subscriptions	224.00	334.13	110.13-	149	224.00	268.37	44.37-	120
710360 Postage	2,900.00	2,014.26	885.74	69	2,900.00	1,853.87	1,046.13	64
710361 Express and Courier	80.75	480.17	399.42-	595	175.00	71.45	103.55	41
710500 Other Expense	100.00	118.85	18.85-	119	100.00	1,302.89	1,202.89-	1,303
710502 Printing	800.00	838.39	38.39-	105	800.00	428.49	371.51	54

Washoe County Health District  
 Air Quality Management  
 Pds 1-8, FY13

Accounts	2013 Plan	2013 Actuals	Balance	Act%	2012 Plan	2012 Actual	Balance	Act%
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	
710507 Network and Data Lines		3,715.00	3,715.00-			3,715.00	3,715.00-	
710508 Telephone Land Lines	6,500.00	2,862.51	3,637.49	44	6,500.00	2,804.24	3,695.76	43
710509 Seminars and Meetings	3,005.00	2,599.00	406.00	86	5,000.00	1,570.19	3,429.81	31
710512 Auto Expense	1,000.00	238.67	761.33	24	1,000.00	270.87	729.13	27
710519 Cellular Phone	4,700.00	2,358.95	2,341.05	50	4,700.00	2,979.90	1,720.10	63
710529 Dues	4,435.00	3,950.00	485.00	89	435.00	2,750.00	2,315.00-	632
710535 Credit Card Fees	1,600.00	1,731.70	131.70-	108	1,500.00	1,080.33	419.67	72
710546 Advertising	1,000.00	11,170.00	10,170.00-	1,117	1,000.00	11,915.36	10,915.36-	1,192
710577 Uniforms & Special Clothing	1,100.00	1,247.97	147.97-	113	1,100.00	1,686.90	586.90-	153
711100 ESD Asset Management	2,592.00	1,752.00	840.00	68	2,808.00	1,872.00	936.00	67
711113 Equip Srv/Replace	8,499.58	6,349.46	2,150.12	75	13,719.96	10,344.10	3,375.86	75
711114 Equip Srv O & M	10,384.74	5,642.82	4,741.92	54	12,963.22	5,352.40	7,610.82	41
711117 ESD Fuel Charge	10,687.05	7,010.57	3,676.48	66	10,520.54	7,802.13	2,718.41	74
711119 Prop & Liab Billings	9,525.40	6,350.24	3,175.16	67	9,246.60	6,164.40	3,082.20	67
711210 Travel	36,088.25	8,905.42	27,182.83	25	31,000.00	3,322.47	27,677.53	11
711504 Equipment nonCapital	37,117.08	45,740.33	8,623.25-	123	24,000.00	26,846.76	2,846.76-	112
* Services and Supplies	565,715.09	202,470.60	363,244.49	36	460,941.26	106,215.48	354,725.78	23
781004 Equipment Capital	342,770.01	174,239.40	168,530.61	51	330,432.00	116,338.60	214,093.40	35
** Capital Outlay	342,770.01	174,239.40	168,530.61	51	330,432.00	116,338.60	214,093.40	35
** Expenses	2,901,655.53	1,535,608.93	1,366,046.60	53	2,652,065.54	1,329,560.38	1,322,505.16	50
*** Total	666,268.53	205,603.92	460,664.61	31	527,928.47	175,888.58	352,039.89	33

Washoe County Health District  
Community and Clinical Health Services  
Pds 1-8, FY13

Accounts	2013 Plan	2013 Actuals	Balance	Act%	2012 Plan	2012 Actual	Balance	Act%
431100 Federal Grants	2,131,855.53-	977,895.67-	1,153,959.86-	46	2,361,625.00-	1,185,224.42-	1,176,400.58-	50
431105 Federal Grants - Indirect	15,300.00-	7,026.14-	8,273.86-	46		4,676.54-	4,676.54	
432100 State Grants	24,857.00-	14,365.97-	10,491.03-	58	153,327.00-	15,136.81-	138,190.19-	10
* Intergovernmental	2,172,012.53-	999,287.78-	1,172,724.75-	46	2,514,952.00-	1,205,037.77-	1,309,914.23-	48
460500 Other Immunizations	89,000.00-	41,094.00-	47,906.00-	46	89,000.00-	58,051.73-	32,948.27-	63
460501 Medicaid Clinical Services	36,200.00-	44.46	36,244.46-	0-	40,300.00-	12,945.42-	27,354.58-	32
460503 Childhood Immunizations	30,000.00-	12,091.50-	17,908.50-	40	59,000.00-	19,050.54-	39,949.46-	32
460508 Tuberculosis	4,100.00-	3,311.97-	788.03-	81	6,250.00-	2,460.02-	3,789.98-	39
460515 Medicare Reimbursement					300.00-		300.00-	
460516 Pgm. Inc-3rd Pty Rec	2,250.00-	7,275.00-	2,250.00-	104	4,750.00-	8,752.83-	4,002.83	184
460517 Influenza Immunization	7,000.00-	14,649.58-	275.00	104	7,000.00-	4,698.99-	2,301.01-	67
460518 STD Fees	23,000.00-	18,683.47-	8,350.42-	64	28,000.00-	14,774.35-	13,225.65-	53
460524 Family Planning	44,000.00-	724.00-	25,316.53-	42	44,000.00-	20,619.04-	23,380.96-	47
460570 Education Revenue	4,500.00-	97,785.06-	3,776.00-	16	11,000.00-	3,052.00-	7,948.00-	28
* Charges for Services	240,050.00-	26,084.57-	142,264.94-	41	289,600.00-	142,404.92-	147,195.08-	49
484050 Donations Federal Pgm Income	41,934.00-		15,849.43-	62	41,450.00-	29,560.80-	11,889.20-	71
484195 Non-Gov'tl Grants		907.44-	907.44		5,000.00-		5,000.00-	
485110 Workers Comp Reimb		27.89-	27.89			830.50-	830.50	
485300 Other Misc Govt Rev	41,934.00-	27,019.90-	14,914.10-	64	46,450.00-	30,391.30-	16,058.70-	65
* Miscellaneous	2,453,996.53-	1,124,092.74-	1,329,903.79-	46	2,851,002.00-	1,377,833.99-	1,473,168.01-	48
** Revenue	2,237,201.94	1,321,295.91	915,906.03	59	2,290,226.58	1,405,627.84	884,598.74	61
701110 Base Salaries	505,752.32	335,801.11	169,951.21	66	518,071.35	347,184.68	170,886.67	67
701120 Part Time	175,944.41	137,076.77	38,867.64	78	240,007.08	124,476.45	115,530.03	52
701130 Pooled Positions		340.98	340.98			822.03-	822.03-	
701140 Holiday Work		30,503.07	17,508.93	64	44,097.00	29,096.16	15,000.84	66
701200 Incentive Longevity	1,280.00	373.46	906.54	29	8,606.69	21.75-	8,628.44	0-
701300 Overtime	75.00-		75.00-		5,998.39		5,998.39	
701412 Salary Adjustment		32,009.03	32,009.03-			9,289.66	9,289.66-	
701413 Vac Payoff/Sick Pay-Term		7,718.60	7,718.60-			2,423.57	2,423.57-	
701417 Comp Time		9,723.83	9,723.83-					
701419 Comp Time - Transfer		1,874,842.76	1,093,272.91	63	3,107,007.09	1,918,898.64	1,188,108.45	62
* Salaries and Wages	2,968,115.67	263,946.59	170,021.69	61	433,145.91	244,118.51	189,027.40	56
705110 Group Insurance	433,968.28					649.40-	649.40	
705199 Lab Cost Sav-Benef		400,495.22	257,516.34	61	670,286.51	421,581.27	248,705.24	63
705210 Retirement	658,011.56	24,504.36	12,405.39	66	37,606.78	24,374.21	13,232.57	65
705230 Medicare April 1986	36,909.75	12,290.40	6,145.25	67	17,766.03	9,558.00	8,208.03	54
705320 Workmans Comp	18,435.65	4,479.25		100	4,196.70	4,197.20	0.50-	100
705330 Unemply Comp	4,479.25							
* Employee Benefits	1,151,804.49	705,715.82	446,088.67	61	1,163,001.93	703,179.79	459,822.14	60
710100 Professional Services	75,150.71	43,198.45	31,952.26	57	160,510.33	89,627.70	70,882.63	56
710105 Medical Services	850.00	446.00	404.00	52	600.00	247.00	353.00	41
710108 MD Consultants	46,900.00	28,762.50	18,137.50	61	48,900.00	27,812.50	21,087.50	57
710110 Contracted/Temp Services	1,000.00	6,495.73	5,495.73-	650	2,555.00	4,309.45	1,754.45-	169
710119 Subrecipient Payments					186,242.00	101,612.64	84,629.36	55
710200 Service Contract	6,048.00	2,821.51	3,226.49	47	4,938.00	2,872.71	2,065.29	58
710205 Repairs and Maintenance	3,800.00	993.75	2,806.25	26	5,710.00	2,030.37	3,679.63	36



Washoe County Health District  
Community and Clinical Health Services  
Pds 1-8, FY13

Accounts	2013 Plan	2013 Actuals	Balance	Act%	2012 Plan	2012 Actual	Balance	Act%
710300 Operating Supplies	76,719.00	45,238.70	31,480.30	59	76,784.00	52,467.88	24,316.12	68
710334 Copy Machine Expense	13,847.00	6,717.22	7,129.78	49	13,775.00	6,592.92	7,182.08	48
710350 Office Supplies	13,520.01	7,685.43	5,834.58	57	11,877.01	6,899.30	4,977.71	58
710355 Books and Subscriptions	2,060.00	2,053.85	6.15	100	1,200.00	1,663.18	463.18	139
710360 Postage	4,490.00	1,654.47	2,835.53	37	4,740.00	2,139.74	2,600.26	45
710361 Express and Courier	245.00	83.40	161.60	34	320.00	62.96	257.04	20
710500 Other Expense	30,602.51	15,832.02	14,770.49	52	18,990.31	9,218.92	9,771.39	49
710502 Printing	9,675.00	5,815.93	3,859.07	60	6,277.00	2,475.10	3,801.90	39
710503 Licenses & Permits	3,555.00	3,209.00	346.00	90	3,325.00	944.25	2,380.75	28
710504 Registration		99.99	99.99					
710506 Dept Insurance Deductible		152.58	152.58					
710507 Network and Data Lines	2,560.00	1,698.62	861.38	66	2,280.00	2,331.11	51.11	102
710508 Telephone Land Lines	13,975.00	7,885.81	6,089.19	56	13,394.00	8,184.69	5,209.31	61
710509 Seminars and Meetings	4,750.00	3,405.00	1,345.00	72	6,600.00	4,195.00	2,405.00	64
710512 Auto Expense	13,318.00	5,899.35	7,418.65	44	13,043.00	5,336.39	7,706.61	41
710519 Cellular Phone	540.00	260.74	279.26	48	540.00	352.18	187.82	65
710529 Dues	1,350.00	749.00	601.00	55	1,350.00	330.00	1,020.00	24
710535 Credit Card Fees	3,245.00	1,501.04	1,743.96	46	3,730.00	1,653.03	2,076.97	44
710546 Advertising	34,903.86	29,827.71	5,076.15	85	37,390.52	40,917.70	3,527.18	109
710551 Cash Discounts Lost						243.26	243.26	
710577 Uniforms & Special Clothing	200.00		200.00		350.00		350.00	
710585 Undesignated Budget	15,300.00		15,300.00					
710703 Biologicals	246,163.19	127,434.30	118,728.89	52	239,040.00	90,971.84	148,068.16	38
710714 Referral Services	9,040.00	2,712.00	6,328.00	30	9,040.00		9,040.00	
710721 Outpatient	108,264.15	41,558.97	66,705.18	38	95,264.00	44,430.49	50,833.51	47
710872 Food Purchases	6,550.00	2,796.53	3,753.47	43	3,026.00	535.64	2,490.36	18
711010 Utilities	1,700.00		1,700.00		2,303.00		2,303.00	
711100 ESD Asset Management	288.00	192.00	96.00	67				
711114 Equip Srv O & M	550.44	431.26	119.18	78				
711115 Equip Srv Motor Pool		486.94	224.41	68		132.50	132.50	
711117 ESD Fuel Charge	711.35							
711119 Prop & Liab Billings	23,150.65	15,433.68	7,716.97	67	21,776.21	14,517.44	7,258.77	67
711210 Travel	28,184.00	5,690.91	22,493.09	20	27,781.00	5,196.36	22,584.64	19
711504 Equipment non-Capital	6,530.00	3,293.88	3,236.12	50	13,093.00	15,817.86	2,724.86	121
* Services and Supplies	809,735.87	422,518.27	387,217.60	52	1,036,744.38	546,122.11	490,622.27	53
781004 Equipment Capital	17,000.00	1,350.00	15,650.00	8	20,174.00		20,174.00	
* Capital Outlay	17,000.00	1,350.00	15,650.00	8	20,174.00		20,174.00	
** Expenses	4,946,656.03	3,004,426.85	1,942,229.18	61	5,326,927.40	3,168,200.54	2,158,726.86	59
*** Total	2,492,359.50	1,880,334.11	612,325.39	75	2,475,925.40	1,790,366.55	685,558.85	72

Washoe County Health District  
Environmental Health Services  
Pds 1-8, FY13

Accounts	2013 Plan	2013 Actuals	Balance	Act%	2012 Plan	2012 Actual	Balance	Act%
422503 Environmental Permits	51,500.00-	38,984.00-	12,516.00-	76	46,900.00-	31,790.00-	15,110.00-	68
422504 Pool Permits	68,000.00-	17,924.00-	50,076.00-	26	63,000.00-	17,275.85-	45,724.15-	27
422505 RV Permits	10,500.00-	7,333.00-	3,167.00-	70	9,700.00-	6,496.00-	3,204.00-	67
422507 Food Service Permits	369,000.00-	260,881.00-	108,119.00-	71	342,000.00-	227,478.00-	114,522.00-	67
422508 Wat Well Const Perm	20,000.00-	15,087.00-	4,913.00-	75	27,000.00-	7,594.00-	19,406.00-	28
422509 Water Company Permits	2,500.00-	1,978.00-	522.00-	79	3,500.00-	1,638.00-	1,862.00-	47
422511 ISDS Permits	49,000.00-	32,661.00-	16,339.00-	67	47,000.00-	34,855.00-	12,145.00-	74
422513 Special Event Permits	79,000.00-	40,830.00-	38,170.00-	52	74,000.00-	44,062.00-	29,938.00-	60
422514 Initial Applic Fee	27,000.00-	18,548.00-	8,452.00-	69	25,000.00-	15,108.00-	9,892.00-	60
* Licenses and Permits	676,500.00-	434,226.00-	242,274.00-	64	638,100.00-	386,296.85-	251,803.15-	61
431100 Federal Grants	277,000.00-	142,355.59-	134,644.41-	51	277,000.00-	135,149.29-	141,850.71-	49
432100 State Grants	75,000.00-	39,000.00-	36,000.00-	52	75,000.00-	37,500.00-	37,500.00-	50
432310 Tire Fee NRS 444A.090	418,766.00-	241,500.45-	177,265.55-	58	452,000.00-	333,043.06-	118,956.94-	74
* Intergovernmental	770,766.00-	422,856.04-	347,909.96-	55	804,000.00-	505,692.35-	298,307.65-	63
460509 Water Quality						378.00-	378.00-	
460510 IT Overlay	113,400.00-	75,917.00-	37,483.00-	67	96,800.00-	57,726.00-	39,074.00-	60
460512 Duplication Service Fees		232.78-	232.78			241.39-	241.39	
460513 Other Health Service Charges	2,700.00-	2,910.00-	210.00-	108	2,700.00-	1,298.00-	1,402.00-	48
460514 Food Service Certification	13,900.00-	11,362.00-	2,538.00-	82	9,000.00-	15,624.00-	6,624.00-	174
460520 Eng Serv Health	44,000.00-	20,510.00-	23,490.00-	47	42,000.00-	19,967.00-	22,033.00-	48
460521 Plan Review - Pools & Spas	2,500.00-	879.00-	1,621.00-	35	2,500.00-	3,652.00-	1,152.00-	146
460523 Plan Review - Food Services	17,000.00-	17,481.00-	481.00-	103	17,000.00-	11,693.00-	5,307.00-	69
460525 Plan Review - Vector	30,000.00-	24,192.00-	5,808.00-	81	24,000.00-	18,059.00-	5,941.00-	75
460532 Plan Rvw Hotel/Motel		322.00-	322.00			189.00-	189.00	
460533 Quick Start						87.00-	87.00	
460534 Child Care Inspection	8,500.00-	5,035.00-	3,465.00-	59	8,000.00-	4,623.00-	3,377.00-	58
460535 Pub Accomod Inspecth	17,300.00-	9,499.00-	7,801.00-	55	16,000.00-	9,510.00-	6,490.00-	59
460570 Education Revenue	1,200.00-	222.00-	978.00-	19	2,400.00-	896.00-	1,504.00-	37
* Charges for Services	250,500.00-	168,561.78-	81,938.22-	67	220,400.00-	143,943.39-	76,456.61-	65
485121 Jury Reimbursements		240.00-	240.00					
* Miscellaneous		240.00-	240.00					
** Revenue								
701110 Base Salaries	1,697,766.00-	1,025,883.82-	671,882.18-	60	1,662,500.00-	1,035,932.59-	626,567.41-	62
701130 Pooled Positions	3,018,372.82	1,838,139.57	1,180,233.25	61	2,981,274.44	1,870,538.79	1,110,735.65	63
701140 Holiday Work	174,772.77	71,033.97	103,738.80	41	103,247.00	82,201.19	21,045.81	80
701200 Incentive Longevity	1,200.00	1,123.27	76.73	94	1,200.00	2,373.32	1,173.32-	198
701300 Overtime	50,800.00	23,903.84	26,896.16	47	53,100.00	23,630.76	29,469.24	45
701406 Standby Pay	36,600.00	17,989.62	18,610.38	49	34,000.00	19,920.20	14,079.80	59
701408 Call Back		182.10	817.90		3,000.00	5,427.32	5,427.32-	
701413 Vac Payoff/Sick Pay-Term	1,000.00	24,260.54	24,260.54-	18		552.01	2,447.99	18
701417 Comp Time		10,144.53	10,144.53-			44,554.48	44,554.48-	
701500 Merit Awards						393.81	393.81-	
* Salaries and Wages	3,282,745.59	1,986,777.44	1,295,968.15	61	3,083,002.82	2,049,591.88	1,033,410.94	66
705110 Group Insurance	434,110.13	264,194.27	169,915.86	61	454,634.94	283,839.78	170,795.16	62
705199 Lab Cost Sav-Benef						649.40-	649.40-	

Washoe County Health District  
Environmental Health Services  
Pds 1-8, FY13

Accounts	2013 Plan	2013 Actuals	Balance	Act%	2012 Plan	2012 Actual	Balance	Act%
705210 Retirement	728,879.94	442,094.92	286,785.02	61	709,981.00	447,487.78	262,493.22	63
705230 Medicare April 1986	41,040.99	26,616.26	14,424.73	65	40,395.20	26,570.35	13,824.85	66
705320 Workmens Comp	18,838.38	12,558.96	6,279.42	67	18,966.18	12,644.16	6,322.02	67
705330 Unemply Comp	4,577.10	4,577.10		100	4,480.20	4,480.20		100
* Employee Benefits	1,227,446.54	750,041.51	477,405.03	61	1,228,457.52	774,372.87	454,084.65	63
710100 Professional Services	325,401.67	6,306.31	319,095.36	2	490,885.57	7,572.00	483,313.57	2
710105 Medical Services	6,548.00	220.00	6,328.00	3	6,548.00	557.00	5,991.00	9
710110 Contracted/Temp Services	65,000.00	5,607.58	59,392.42	9	55,225.00	12,892.70	42,332.30	23
710200 Service Contract	95,300.00	32,075.17	63,224.83	34	60,300.00	48,154.88	12,145.12	80
710205 Repairs and Maintenance	4,600.00	263.38	4,336.62	6	1,100.00	1,084.94	15.06	99
710300 Operating Supplies	20,100.00	5,750.65	14,349.35	29	20,100.00	4,157.87	15,942.13	21
710302 Small Tools & Allow	3,685.00	584.98	3,100.02	16	1,685.00		1,685.00	16
710308 Animal Supplies	2,000.00	343.91	1,656.09	17	2,000.00	323.75	1,676.25	16
710319 Chemical Supplies	231,950.00	232,131.87	181.87-	100	281,950.00	265,391.74	16,558.26	94
710334 Copy Machine Expense	2,250.00	789.70	1,460.30	35	2,250.00	1,177.89	1,072.11	52
710350 Office Supplies	9,100.00	3,947.16	5,152.84	43	9,500.00	3,972.84	5,527.16	42
710355 Books and Subscriptions	2,400.00	293.00	2,107.00	12	2,400.00	654.95	1,745.05	27
710360 Postage	9,775.00	5,191.70	4,583.30	53	9,300.00	5,012.49	4,287.51	54
710361 Express and Courier	175.00		175.00		175.00	17.39	157.61	10
710391 Fuel & Lube	100.00		100.00		100.00		100.00	
710500 Other Expense	8,300.00	192.80	8,107.20	2	5,800.00	1,304.00	4,496.00	22
710502 Printing	11,525.00	1,099.22	10,425.78	10	4,025.00	2,274.39	1,750.61	57
710503 Licenses & Permits	2,690.00	2,080.00	610.00	77	2,590.00	2,145.00	445.00	83
710506 Dept Insurance Deductible		300.00	300.00			150.00	150.00	
710507 Network and Data Lines	2,500.00	809.04	1,690.96	32	2,500.00	1,562.10	937.90	62
710508 Telephone Land Lines	9,710.00	5,815.19	3,894.81	60	9,375.00	5,897.22	3,477.78	63
710509 Seminars and Meetings	13,415.00	5,709.00	7,706.00	43	9,240.00	7,690.00	1,550.00	83
710512 Auto Expense	100.00	29.69	70.31	30	4,450.00	66.20	4,383.80	1
710514 Regulatory Assessments	11,920.00	8,940.00	2,980.00	75		11,920.00	11,920.00	
710519 Cellular Phone	6,600.00	3,188.01	3,411.99	48	7,450.00	3,777.23	3,672.77	51
710529 Dues	1,661.00	605.00	1,056.00	36	1,661.00	587.00	1,074.00	35
710535 Credit Card Fees	4,610.00	2,803.88	1,806.12	61	3,965.00	2,556.68	1,408.32	64
710546 Advertising	6,050.00	100.00	5,950.00	2	1,050.00	3,594.53	2,544.53-	342
710551 Cash Discounts Lost		1,049.86	650.14			25.48	25.48	
710577 Uniforms & Special Clothing	1,700.00			62	1,700.00	617.70	1,082.30	36
710585 Undesignated Budget		26,960.00	14,691.00	65	78,700.00	30,330.00	78,700.00	
710600 LT Lease-Office Space	41,651.00	7,728.00	4,128.00	65	41,651.00	8,476.00	11,321.00	73
711100 ESD Asset Management	11,856.00	11,541.86	5,519.25	68	11,232.00	19,938.56	2,756.00	75
711113 Equip Srv Replace	17,061.11	18,765.78	11,807.71	61	29,926.32	21,889.19	9,987.76	67
711114 Equip Srv O & M	30,573.49	16,741.00	13,113.50	54	40,610.32	15,442.98	18,721.13	54
711115 Equip Srv Motor Pool	16,741.00	26,662.87	13,113.50	67	37,533.78	26,689.78	15,442.98-	71
711117 ESD Fuel Charge	39,776.37	15,770.96	7,885.42	67	23,247.26	15,498.24	10,844.00	71
711119 Prop & Liab Billings	23,656.38	9,361.57	71,788.43	12	44,650.00	13,696.88	7,749.02	67
711210 Travel	81,150.00	1,393.12	61,150.88	2	9,000.00	8,465.44	30,953.12	31
711504 Equipment nonCapital	62,544.00						534.56	94

Washoe County Health District  
 Environmental Health Services  
 Pds 1-8, FY13

Accounts	2013 Plan	2013 Actuals	Balance	Act%	2012 Plan	2012 Actual	Balance	Act%
* Services and Supplies	1,184,175.02	444,411.26	739,763.76	38	1,313,875.25	555,565.04	758,310.21	42
781004: Equipment Capital	25,000.00		25,000.00					
* Capital Outlay	25,000.00		25,000.00					
** Expenses	5,719,367.15	3,181,230.21	2,538,136.94	56	5,625,335.59	3,379,529.79	2,245,805.80	60
485196: Insur Reimb-F/A Loss		150.00-	150.00					
* Other Fin. Sources		150.00-	150.00					
** Other Financing Src/Use		150.00-	150.00					
*** Total	4,021,601.15	2,155,196.39	3,866,404.76	54	3,962,835.59	2,343,597.20	1,619,238.39	59

Washoe County Health District  
Epidemiology Public Health Preparedness  
Pds 1-8, FY13

Accounts	2013 Plan	2013 Actuals	Balance	Act%	2012 Plan	2012 Actual	Balance	Act%
431100 Federal Grants	1,106,839.73-	639,272.16-	467,567.57-	58	1,555,754.10-	701,888.51-	853,865.59-	45
431105 Federal Grants - Indirect	30,544.00-	41,023.43-	10,479.43	134	38,708.00-	17,941.79-	20,766.21-	46
* Intergovernmental	1,137,383.73-	680,295.59-	457,088.14-	60	1,594,462.10-	719,830.30-	874,631.30-	45
460511 Birth and Death Certificates	400,000.00-	307,307.00-	92,693.00-	77	280,000.00-	290,186.00-	10,186.00	104
* Charges for Services	400,000.00-	307,307.00-	92,693.00-	77	280,000.00-	290,186.00-	10,186.00	104
485121 Jury Reimbursements								
* Miscellaneous								
** Revenue								
701110 Base Salaries	1,537,383.73-	987,602.59-	549,781.14-	64	1,874,462.10-	1,010,216.30-	864,245.80-	54
701120 Part Time	1,223,636.27	726,963.11	496,673.16	59	1,314,062.09	720,349.98	593,712.11	55
701130 Pooled Positions	24,152.57	15,336.80	8,815.77	63	24,218.74	15,301.84	8,916.90	63
701140 Holiday Work	500.00	21,239.44	20,739.44-	4,248	30,500.00		30,500.00	
701200 Incentive Longevity	12,985.00	6,260.41	6,724.59	48	12,283.00	5,848.06	6,434.94	48
701300 Overtime	1,700.00	588.10	1,111.90	35	5,200.00	710.22	4,489.78	14
701412 Salary Adjustment	42,507.00		42,507.00		37,241.27		37,241.27	
701413 Vac Payoff/Sick Pay-Term		2,889.96	2,889.96-			18,345.83	18,345.83-	
701417 Comp Time		2,185.99	2,185.99-			5,832.67	5,832.67-	
* Salaries and Wages	1,305,480.84	775,510.19	529,970.65	59	1,423,505.10	766,388.60	657,116.50	54
705110 Group Insurance	149,029.99	94,760.87	54,269.12	64	163,525.81	103,864.32	59,661.49	64
705199 Lab Cost Sav-Benef								
705210 Retirement	293,697.17	174,070.39	119,626.78	59	294,545.66	171,294.43	123,251.23	58
705215 Retirement Calculation								
705230 Medicare April 1986	17,905.47	10,596.54	7,308.93	59	17,970.34	10,701.96	7,268.38	60
705320 Workmens Comp	7,733.98	5,156.08	2,577.90	67	6,982.70	4,655.20	2,327.50	67
705330 Unemploy Comp	1,879.10	1,879.10		100	1,639.00	1,639.00		100
705360 Benefit Adjustment	10,656.00		10,656.00		11,708.00		11,708.00	
* Employee Benefits	480,901.71	286,462.98	194,438.73	60	496,371.51	296,941.47	199,430.04	60
710100 Professional Services	119,514.22	88,778.67	30,735.55	74	174,997.58	65,392.19	109,605.39	37
710105 Medical Services	100.00	109.00	9.00-	109	100.00	81.00	19.00	81
710108 MD Consultants								
710110 Contracted/Temp Services	2,500.00	15,803.28	13,303.28-	632	12,000.00	7,000.00	5,000.00	58
710200 Service Contract	1,895.00	2,760.08	865.08-	146	31,585.00	569.60	31,015.40	2
710205 Repairs and Maintenance	1,000.00	9,750.00	1,000.00	81	2,195.00	5,155.12	2,960.12-	235
710210 Software Maintenance	12,000.00	241.66	2,250.00	1	1,000.00	412.20	587.80	41
710300 Operating Supplies	16,939.00		16,939.00		12,000.00	9,000.00	3,000.00	75
710325 Signs and Markers					35,917.00	5,849.13	30,067.87	16
710334 Copy Machine Expense	3,169.89	1,353.42	1,816.47	43	3,399.89	1,373.16	1,336.50-	40
710350 Office Supplies	4,850.00	3,937.42	912.58	81	7,200.00	3,916.06	2,026.73	54
710355 Books and Subscriptions	1,675.00	223.90	1,451.10	13	2,860.00	993.30	3,283.94	35
710360 Postage	3,070.00	1,477.44	1,592.56	48	3,020.00	1,631.71	1,866.70	54
710361 Express and Courier	10.00	34.81	24.81-	348	10.00	7.10	7.10-	171
710500 Other Expense	1,871.00	1,306.88	1,871.00	32	1,841.00	6,091.50	4,250.50-	331
710502 Printing	4,105.00		2,798.12		4,405.00	1,389.89	3,015.11	32
710503 Licenses & Permits	150.00		150.00		150.00		150.00	
710505 Rental/Equipment	1,524.00	1,173.00	351.00	77	500.00	1,158.00	658.00-	232
710506 Dept Insurance-Deductible		63.21	63.21-					

Washoe County Health District  
Epidemiology Public Health Preparedness  
Pds 1-8, FY13

Accounts	2013 Plan	2013 Actuals	Balance	Act%	2012 Plan	2012 Actual	Balance	Act%
710507 Network and Data Lines	550.00	588.22	38,22-	107	550.00	157.96	392.04	29
710508 Telephone Land Lines	4,950.00	2,980.50	1,969.50	60	5,840.00	2,893.36	2,946.64	50
710509 Seminars and Meetings	5,600.00	10,565.00	4,965.00-	189	6,300.00	3,600.00	2,700.00	57
710512 Auto Expense	2,050.00	1,021.84	1,028.16	50	1,875.00	1,091.47	783.53	58
710519 Cellular Phone	4,980.00	1,726.15	3,253.85	35	3,080.00	1,372.50	1,707.50	45
710529 Dues	1,280.00	360.00	920.00	28	590.00	925.00	335.00-	157
710535 Credit Card Fees	2,000.00	1,304.21	695.79	65	1,300.00	1,195.77	104.23	92
710546 Advertising	2,625.00	99.00	2,526.00	4	2,875.00	2,689.50	185.50	94
710585 Undesignated Budget	6,469.00		6,469.00		38,708.00		38,708.00	
710703 Biologicals	3,420.79		3,420.79		3,754.79	284.00	3,470.79	8
710721 Outpatient	2,135.00	1,476.44	658.56	69	2,135.00	593.68	1,541.32	28
710872 Food Purchases	2,400.00	170.84	2,229.16	7	550.00	56.87	493.13	10
711010 Utilities	180.00		180.00		180.00		180.00	
711100 ESD Asset Management	2,304.00	1,536.00	768.00	67	2,808.00	1,664.00	1,144.00	59
711113 Equip Srv Replace	377.95	252.00	125.95	67	492.72	328.48	164.24	67
711114 Equip Srv O & M	654.46	718.56	64.10-	110	3,508.44	934.80	2,573.64	27
711117 ESD Fuel Charge	78.58	14.56	64.02	19	157.16	157.16	157.16	
711119 Prop & Liab Billings	9,711.98	6,474.64	3,237.34	67	8,265.90	5,510.56	2,755.34	67
711210 Travel	40,898.00	8,232.25	32,665.75	20	46,914.00	7,615.02	39,298.98	16
711504 Equipment nonCapital	10,907.00	53,640.44	42,733.44-	492	19,391.98	25,731.11	6,339.13-	133
* Services and Supplies	277,944.87	218,173.42	59,771.45	78	442,456.46	168,010.54	274,445.92	38
* Capital Outlay					178,577.12	145,876.15	32,700.97	82
** Expenses	2,064,327.42	1,280,146.59	784,180.83	62	2,540,910.19	1,377,216.76	32,700.97	82
*** Total	526,943.69	292,644.00	234,309.69	56	666,448.09	367,000.46	299,447.63	55



**WASHOE COUNTY HEALTH DISTRICT**  
**EPIDEMIOLOGY AND PUBLIC HEALTH PREPAREDNESS DIVISION**



March 20, 2013

**MEMORANDUM**

**To:** Members, Washoe County District Board of Health

**From:** Randall L. Todd, DrPH  
 Epidemiology and Public Health Preparedness (EPHP) Director

**Subject:** Report to the District Board of Health, March 2013

**Communicable Disease –  
 Influenza**

The influenza season in Washoe County appears to be winding down. For the week ending March 16 (MMWR Week 11) five of 15 participating sentinel healthcare providers reported a total of 142 patients with influenza-like illness (ILI) out of a total of 4,299 patients seen. This yields an ILI percentage of 3.3% which is below the regional baseline of 3.5%. During the previous week the national ILI percentage was 2.6% which is above the national baseline of 2.2%. Regionally, the ILI percentage ranged from 1.0% to 3.7%.

Due to problems with the statewide vital statistics tracking system, influenza mortality data is not available for this report. Nationally, during week 10, 7.6% of reported deaths were due to pneumonia (P) or influenza (I). This is above the epidemic threshold set by CDC for week 10 at 7.5%.

**Outbreaks**

Communicable disease and Environmental Health staff have investigated outbreaks of gastrointestinal illness at 2 casinos. Both of these have been relatively small and both facilities have been cooperative with the investigation and the control measures.

**Public Health Preparedness –  
 Exercise**

Health District staff participated along with other response agencies in a functional exercise sponsored by the Washoe County School District. The exercise, named Urgent Solidarity, is an earthquake scenario. In January, the exercise began with a table top that covered the first operational period. On March 19 the second operational period was handled through a functional exercise. In May the third operational period will involve a full scale exercise. Public Health Preparedness was able to build on this exercise by conducting a call-down drill for Health

District staff who might need to be deployed. Call down drills are a grant requirement and it is beneficial if they can be conducted in conjunction with other exercises.

### **Training**

Four PHP staff attended the NACCHO Public Health Preparedness (PHP) Summit in Atlanta. This annual conference provides attendees with up to date information and accomplishments towards preparedness grant goals as well as new information needed to successfully complete the 2013-2014 grant objectives. This year, as a result of the cancellation of the Integrated Summit conference which focuses on the ASPR grant, both CDC and ASPR grant information was included as part of the PHP summit. The PHP program here at WCHD is 100% funded by the ASPR and CDC.



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**Randall L. Todd, DrPH, Epidemiology and Public Health Preparedness Director**





# Washoe County Health District



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

**Staff Report**  
**Board Meeting Date: 3/28/13**

**DATE:** March 28, 2013

**TO:** District Board of Health Members

**FROM:** Steve Kutz, RN, MPH, Division Director  
Community and Clinical Health Services  
(775) 328-3759 [skutz@washoecounty.us](mailto:skutz@washoecounty.us)

**SUBJECT:** Community and Clinical Health Services (CCHS) Division Report,  
March 2013 District Board of Health Meeting

1. Program Reports

**1. Program Reports**

a. **Sexual Health** – Program staff will begin training for certification in Family Planning Basics. This is the first step in merging Sexual Health with the Family Planning/Teen Health Mall clinics. A timeline and implementation plan is being developed, with a primary goal of providing clients that are seen for STD/HIV services with birth control method counseling as indicated.

b. **Immunizations** –

i. **Influenza** – With the recent warmer weather, demand for influenza vaccine is now waning, although demand had increased dramatically in January and February in part related to increases of local and national influenza cases. The program increased staffing for several weeks related to the demand, and purchased additional influenza vaccine. Total flu doses for the first quarter of 2013 year-to-date:

Date	Flu Doses
January 2013	1393
February 2013	1205
YTD March 2013	227
<b>Totals Flu Doses</b>	<b>2825</b>

ii. **School Located Vaccination Clinics (SLVC)** – Staff have conducted five SLVCs in February, providing 151 doses of Tdap and 435 doses of Influenza vaccines, to 480 children. Influenza and Tdap

SLVCs concluded in February. Tdap SLVCs will begin in April, vaccinating sixth grade students to meet the seventh grade entry Tdap requirement.

**c. Tuberculosis Prevention and Control Program –**

- i. A recent case involving the need for second line drugs has been hospitalized under the care of a local infectious disease physician. Although the regimen has now changed, an initial concern was the potential impact of purchasing approximately \$14,000 in medication for the prescribed course of therapy. Program staff have initiated discussion with the Southern Nevada Health District regarding the feasibility of obtaining a Medicaid waiver for TB treatment in Nevada. The waiver would expedite Medicaid eligibility for emergency cases and treatment, and assist in cost containment for the District.
- ii. The Nevada State Health Division TB controller conducted a cohort review of case summaries for quality assurance. WCHD's PHN team of Diane Freedman, Judy Medved-Gonzalez and Karen Barrett presented locally managed cases, along with outcomes that effectively control TB in Washoe County. Staff were complimented on a well-run program.
- iii. Multiple cases have been evaluated for suspect TB recently. Staff is planning for two CDC visits in March and April:
  1. Cost analysis of the new 3HP treatment for LTBI.
  2. General program review.

**d. Family Planning/Teen Health Mall –** Staff has completed and submitted the Final Program Progress Report for the 2007-2012 Title X Grant.

**e. Chronic Disease Prevention Program –** Staff are preparing two proposals for a Public Health Prevention Associate/Specialist and serving as preceptors for several Community Health Science students working on tobacco policy, nutrition education and physical activity in the built environment. Staff is putting forth a proposal for a WCHD partnership with the Nevada State Health Division for a chronic disease CDC grant targeting diabetes prevention and obesity.

**f. Maternal, Child and Adolescent Health –** Referrals have increased recently, characterized by substance abuse affected infants and pregnant women in need of prenatal care. The Pregnancy Connection has exceeded the monthly grant-required number of clients served by a PHN to connect women to prenatal care providers and ensure healthy birth outcomes.



# Washoe County Health District

## ENVIRONMENTAL HEALTH SERVICES DIVISION



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

**DATE:** March 19, 2013

**TO:** District Board of Health Members

**FROM:** Robert O. Sack, Division Director, Environmental Health Services (EHS)

**SUBJECT:** Environmental Health Services Division Report for March 2013

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### Food Program

- Staff is working with the Cottage Food Industry and regulatory counterparts in the other three health jurisdictions to modify a proposed statutory amendment (SB 206) related to Cottage Food operations in Nevada. Consensus has been reached on the major components of the bill and we anticipate the bill moving out of Committee. The bill would require certain low-risk, home food operations to be registered (rather than permitted) with the applicable health authority, while exempting them from most other aspects of existing statute. Staff continues to monitor a number of other bills related to nutritional labeling, farm-to-fork, and raw milk.
- While the number of illness outbreaks has dropped significantly since the beginning of the year, staff continues to monitor and investigate at least two outbreaks (one confirmed norovirus outbreak and one suspected) in permitted food establishments – both facilities have been cooperative and both outbreaks appear to be diminishing.
- Washoeeats.com received media coverage on March 15, 2013, in the Reno Gazette-Journal (see attached).

### Land Development

- The Land Development staff is working with community water purveyors to make their Consumer Confidence Reports available to customers. This report addresses water quality testing results for the previous calendar year. For the first time TMWA will publish their report in Spanish as well as English. Also for the first time Washoe County owned and operated systems will make their reports electronically available, per EPA guidelines.

### Vector-Borne Disease Program

- Vector received a report from Animal Control of an employee bitten by a laboratory animal at the Charles River Laboratory off Longley Lane. The Health District's concern is the exposure to B Herpes virus to humans that occurs in macaque monkeys. Staff met with the safety officer and veterinarian to review their protocol of timely responses and medical treatment to bite exposures. A point of contact was established for all bite exposures at the laboratory and the Health District's involvement in this process.

- Staff members were recently asked to give a presentation at a Truckee Meadows Community College Environmental Science class taught by instructor. Will lectured on mosquito identification, mosquito borne diseases, and public outreach. Jeff addressed rodent-borne diseases that included Hanta virus, plague and rabies, as well as bed bugs.

### **Waste Management**

- UST/LUST Program has been approved by the NDEP to move forward with a plan to begin the digitization of public records for the program.
- The Waste Management Program is working closely with the City of Reno on the implementation of their new waste franchise agreements which will include single stream recycling for City of Reno residents and increased recycling and waste services for commercial customers.
- The Waste Management Program will also be providing educational materials and support to the Electronic Waste Collection Event on April 20th at the old Park Lane Mall.



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Robert O. Sack, Division Director  
Environmental Health Services Division

Attachment



## Does the Washoe County Health Dept. still inspect restaurants?

10:29 am, Mar 15, 2013 | Written by John Huetter

**Question:** Does the Washoe County Health Dept. still inspect restaurants and, if so, how could the general public review this information?

Thanks much.

*Lonnie Peck*

**Answer:** We called Phil Ulibarri, public information officer for the Washoe County Health District, and the answer is a resounding yes.

All restaurants, bakeries, bars, snack bars, grocery stores, delicatessens, meat markets, mobile food vendors, school kitchens and a host of other food-related facilities are inspected regularly and results of those inspections are made available to the public.

In fact, Ulibarri said, it's now easier to get the information than ever before thanks to a revamped Web address: [www.washoeeats.com](http://www.washoeeats.com), which takes visitors directly to the health district's searchable database of restaurant inspections.

While the site has fill-in boxes for the facility's name, address, city and type, all one really needs to enter is the restaurant's name and hit the "search" button. The most recent inspections with the inspection date and score (out of a possible 100 points), are listed.

The reader can click the "view" tab on any individual inspection to get specific details on any particular violations that were recorded.

Ulibarri said readers who don't have access to a computer have an option as well.

"They could simply call us here at the health district and get one of us to get online and walk them through the process," he said.

Those without a computer can call 775-328-2434 for information.

– Guest "Ask the RGJ" writer Guy Clifton



All restaurants, bakeries, bars, snack bars, grocery stores, delicatessens, meat markets, mobile food vendors, school kitchens and a host of other food-related facilities are inspected regularly and results of those inspections are made available to the public. (RGJ file)



# WASHOE COUNTY HEALTH DISTRICT

## AIR QUALITY MANAGEMENT DIVISION



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

**Date:** March 18, 2013

**To:** District Board of Health AD

**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 February 2013 and includes the following sections:

- Air Quality
- Monitoring Activity
- Planning Activity
- Permitting Activity
- Compliance/Inspection Activity
- Enforcement Activity



# Director's Report

FEBRUARY 2013

## Transportation Conformity

AQM began working with RTC and interagency partners on air quality analysis of the 2035 Long Range Transportation Plan. The analysis is to determine whether the projected vehicle miles traveled for the transportation projects included in the plan will conform to the motor vehicle emissions budgets which EPA has determined are adequate for our Carbon Monoxide Maintenance and PM10 Attainment Plans. The analysis will be reviewed by the interagency partners in accordance with the recently approved Transportation Conformity Infrastructure Plan and is expected to be completed in March.

## Permitting Software

Since April of 2012, AQM and EHS have been participating on the Executive and Vendor Selection Committees for Business License and Permitting Software. The project involves Reno, Sparks, Washoe, County and the Health District and the objective is to find and implement a software application that will allow for automation, integration, and management of the business license and permitting processes across the entities regionally. During February, vendor software demos of the first two of three vendor finalists were conducted over a period of three days each. This was the culmination of work performed to date to identify the agency and technology requirements, publish an RFP and evaluate and rank the RFP submittals. The third vendor demo will occur the first week of March and the Vendor selection committee will then proceed to make a recommendation on the preferred software vendor.

### AIR QUALITY COMPARISON FOR FEBRUARY

Air Quality Index Range		# OF DAYS FEBRUARY 2013	# OF DAYS FEBRUARY 2012
GOOD	0 to 50	7	17
MODERATE	51 to 100	21	12
UNHEALTHY FOR SENSITIVE GROUPS	101 to 150	0	0
UNHEALTHY	151 to 200	0	0
VERY UNHEALTHY	201 to 300	0	0
<b>TOTAL</b>		<b>28</b>	<b>29</b>

## Wintertime PM 2.5 Season

The "Keep it Clean, Know the Code" residential wood burning season ended on February 28<sup>th</sup>. A calendar that shows the Burn Codes issued throughout the season is provided below. Washoe County made it through the wintertime PM2.5 burn code season without exceeding the midnight-to-midnight 24 hour average PM2.5 concentration of 35 ug/m<sup>3</sup> established by the National Ambient Air Quality Standard. This may be attributable to citizen recognition of the Know the Code program and their assistance in not burning during yellow and red burn codes.

*Kevin Dick, Division Director*

Know the Code Summary  
(2012-13)

November 2012						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

December 2012						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

January 2013						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February 2013						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		



HIGHEST AQI NUMBER BY POLLUTANT

Air Quality

POLLUTANT	FEBRUARY 2013	YTD for 2013	FEBRUARY 2012	Highest for 2012
CARBON MONOXIDE (CO)	19	24	19	29
OZONE 8 hour (O3)	43	43	43	104
PARTICULATES (PM <sub>2.5</sub> )	74	112	67	105
PARTICULATES (PM <sub>10</sub> )	82	82	60	74

For the month of February 2013, the highest Air Quality Index (AQI) value reported was eighty-two (82) for PM10. There were no exceedances of Carbon Monoxide, Ozone or PM2.5. There were seven (7) days the air quality was in the good range, and twenty-one (21) days the air quality was in the moderate range.

Quality Assurance Project Plan (QAPP)

AQM's QAPP was submitted in December 2012 and approved by EPA on February 12. The QAPP documents how quality assurance and quality control are applied to the ambient air monitoring program. These procedures assure that the data collected are of the type and quality needed and expected by EPA to make decisions such as attainment designations.

Planning & Monitoring Activity

Know the Code Wrap Up

The annual burn code season ended on February 28. This season had many highlights including:

- Rebranding - AQM rolled out a new look to the burn code. Keep it Clean, Know the Code included new easy to understand Green, Yellow, and Red burn code icons.
- Additional data - A new continuous PM2.5 monitor was installed at the Galletti site providing additional data for more accurate burn code decisions.
- Strengthened AQI - EPA revised the PM2.5 standard which affected the AQI calculations resulting in more "Moderate" days.
- More information - The Reno News & Review published Keep it Clean, a 12-page insert providing the public information about air quality in the Truckee Meadows. AQM also updated the Know the Code brochures which is an FAQ of the burn code program.
- Easier access to information - [www.ourcleanair.com](http://www.ourcleanair.com) is a new website domain introduced in October that redirects users directly to the AQM homepage, where the Know the Code icon was updated daily.
- Improved partnerships - The National Weather Service included air quality issues in their daily forecast discussions during the strong wintertime temperature inversions.
- Improved partnership with television media - Local television stations included air quality information and burn code icons in their telecasts, websites, and social media.

Dan Inouye, Branch Chief  
Planning and Monitoring

Permitting Activity

TYPE OF PERMIT	2013		2012	
	FEBRUARY	YTD	FEBRUARY	ANNUAL TOTAL
Renewal of Existing Air Permits	103	208	104	1339
New Authorities to Construct	4	11	8	88
Dust Control Permits	19 (292 acres)	23 (323 acres)	8 (150 acres)	105 (1420 acres)

Wood Stove Certificates	22	39	17	329
WS Dealers Affidavit of Sale	17 (10 replacements)	24 (17 replacements)	6 (2 replacements)	134 (83 replacements)
WS Notice of Exemptions	590 (7 stoves removed)	1223 (12 stoves removed)	983 (5 stoves removed)	7346 (83 stoves removed)

<i>Combined Total for both: Asbestos Assessments and Asbestos Demo and Removal (NESHAP)</i>	93	178	84	1148
Asbestos Assessments	76	141	-	-
Asbestos Demo and Removal (NESHAP)	17	37	-	-

Compliance &  
Inspection Activity

Staff reviewed forty (40) sets of plans submitted to the Reno, Sparks or Washoe County Building Departments to assure the activities complied with Air Quality requirements.

Staff conducted sixty (60) stationary source renewal inspections in February 2013. Staff also conducted inspections on asbestos removal and construction/dust projects.

Permitting & Enforcement Activity

The Permitting Staff continues to participate in the vendor selection process for the new Washoe County permitting and licensing software system. After reviewing and ranking the nine proposals that were received in December, the top three vendors were selected and invited to present a scripted demonstration of their products. Each vendor demonstration was presented over a 3 day period. Following the completion of the demonstrations, staff scored each of the presentations as part of the final selection process. Staff has also participated in reference calls as part of the evaluation process.

The Permitting and Enforcement staff are working together with the Washoe County School District to update the permits to operate issued for the fuel burning equipment located at the schools throughout the County. During recent routine inspections, the Enforcement staff found the School District has been upgrading the mechanical systems at many of the schools in the area. The School District has submitted a complete equipment list for all of the school facilities and will be submitting applications for the modifications to the existing permits to operate. Additionally, they will also be submitting applications for a number of new school facilities that are not currently permitted. The ultimate goal of this project is to bring all of the schools into compliance with the regulations and produce a much more accurate emissions inventory.

*Charlene Albee, Branch Chief  
Permitting & Enforcement*

Enforcement Activity

COMPLAINTS	2013*		2012		
	FEBRUARY	YTD	FEBRUARY	YTD	Annual Total
Asbestos	1	2	1	1	18
Burning	0	1	0	0	8
Construction Dust	1	2	7	7	30
Dust Control Permit	1	2	2	2	7
General Dust	6	6	0	0	46
Diesel Idling	1	1	0	0	8
Odor	1	3	1	1	16
Spray Painting	0	0	0	0	5
Permit to Operate	2	3	5	5	55
Woodstove	4	5	5	5	16
<b>TOTAL</b>	<b>14</b>	<b>25</b>	<b>21</b>	<b>21</b>	<b>209</b>
NOV'S	FEBRUARY	YTD	FEBRUARY	YTD	Annual Total
Warnings	2	3	7	7	46
Citations	2	3	3	3	40
<b>TOTAL</b>	<b>4</b>	<b>6</b>	<b>10</b>	<b>10</b>	<b>86</b>

\* Discrepancies in totals between monthly reports can occur because of data entry delays.

Notices of Violation (NOVs):

There were four (4) Notice of Violations (NOV's) issued in the month of February, 2013. There were two (2) NOV Warnings and two (2) NOV Citations.



# Washoe County Health District



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

March 28, 2013

**TO:** District Board of Health Members

**FROM:** Joseph P. Iser, MD, DrPH, MSc  
Washoe County District Health Officer

**SUBJECT:** March 2013 Washoe County District Health Officer Report

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## 2013 Legislative Session

- WCHD continues to coordinate with Washoe County, Washoe County Medical Society, Nevada State Medical Society, and others on legislative support issues.
- There is a separate agenda item, and we will update you with a spreadsheet every meeting until the session is over.

## Budget

- We continue to make good progress towards decreasing the shortfall in the FY 14 budget year. Meeting with Finance is set for 3/22/13. Verbal update will be provided.
- Meetings were offered to all DBOH members during the past few weeks.
- A fee workshop was held 03/21. We will provide a verbal report.

## Human Resources

- Currently, there are six vacant positions.
- An offer has been extended to an applicant for the Biostatistician position.
- The Administrative Secretary position remains under recruitment.

## Communication

- DHO will continue to meet routinely or as needed with all partners.
- The St. Mary's/UNR/WCHD data set regarding the health assessment is now available online. You have had a demonstration at this meeting.
- We are working with a UNR student to develop local data related to the Leading Health Indicators outlined in Healthy People 2020. He will begin his rotation here at WCHD late Spring.

## Accreditation

- Internal accreditation meetings continue to occur.
- We continue to work on applications for the CDC Public Health Prevention Specialist and the Public Health Associate Program. We have students interested

in applying for these programs from UNR. CDC decided, after their published deadline, not to recruit for the subsequent year for PHPS.

- Other significant efforts for accreditation remain on hold.

#### Washoe County and Community Activities

- Dr. Todd attended the REMSA Board of Directors meeting in March.
- An update on all EMS activities related to the TriData report and other activities will be provided at the DBOH Meeting.
- DHO and the Director of CCHS will continue to meet regularly with the group looking at school-based health centers, led by WCSD.
- DHO continues to meet routinely with the Sheriff's Dispatch working group.
- DHO has been asked to be on the board of the Human Services Network.

#### State-Wide (and Beyond) Organizational Efforts

- We have established monthly conference calls with the other two local health authorities. We will continue calls monthly to coordinate public health in Nevada. This month's call centered on funding issues for the PHP and chronic diseases programs.
- DHO will work to continue broader discussions among border counties for other mutual aid and program effectiveness issues. These will primarily involve the health officers, with specific program representatives involved as appropriate.

#### Interjurisdictional Sharing of Resources

- The Robert Wood Johnson grant began January 15. DHO traveled to all partner counties in late January and early February to begin the coordination for this assessment. An introduction to the grant and its requirements was provided, along with the local health services WCHD provides to its jurisdiction.
- The other counties generally expressed continued support for the grant's activities, which will continue for two years. We are currently working with each county to determine the level of services already provided in each county.
- The first face-to-face meeting of all grantees (16 nationwide) was held the week of March 11.

#### Factors Impacting Policy Decisions

- Attached to this report for your review is a Statement of Policy from NACCHO regarding the development of an evidence- and experience-based minimum package of essential public health services and capabilities that should be available from local health departments or provided in conjunction with a state health department.
- Also attached for your review is an Executive Summary of the ACA Healthcare Reform Timeline prepared by Wells Fargo Insurance.

District Board of Health Information and Resources

- Health District Media Contacts and Outreach

**Health District Media Contacts: February 14 through March 18, 2013**

<u>DATE</u>	<u>MEDIA</u>	<u>REPORTER</u>	<u>STORY</u>
2/26/2013	KKOH 780 AM	Jim Fannin	2/26/13 DBOH Agenda - Dick
3/8/2013	KRXI-CH 21 FOX 11	Matt Rosenberg	Lobby Remodeling - Ulibarri
3/8/2013	KUNR 88.7 FM NPR	Kate McGee	Nutrition Labels - Seals, Ulibarri
3/7/2013	UNIVISION	Jose Gonzales	Carbapenem-Resistant Enterobacteriaceae -Ulibarri
3/7/2013	KOLO-CH 8 ABC Reno	Samantha Brown	Carbapenem-Resistant Enterobacteriaceae -Ulibarri
3/6/2013	Reno Gazette - Journal	Guy Clifton	Restaurant Inspections - Ulibarri
3/6/2013	KOLO-CH 8 ABC Reno	Terri Russell	English as Official Language - Ulibarri
3/4/2013	Reno Gazette - Journal	Brian Dugan	University Ridge Special Use Permits - Albee
2/26/2013	UNIVISION	Laura Calzada	Salmonella - Macaluso

**Press Releases/Media Advisories/Editorials**

3/12/2013	Media Distribution List	PIO Ulibarri	Fee Increase Workshop
3/4/2013	Media Distribution List	PIO Ulibarri	Lobby Remodeling
3/1/2013	Media Distribution List	PIO Ulibarri	Burn Code Season Ends



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Joseph P. Iser, MD, DrPH, MSc  
District Health Officer

12-18

## STATEMENT OF POLICY Minimum Package of Public Health Services

### Policy

NACCHO supports the development of an evidence- and experience-based minimum package of essential public health services and capacities that should be available nationwide from local health departments or by local health departments in conjunction with state health departments or through other partnerships. The minimum package of governmental public health services should consist of foundational capabilities and basic programs. **The minimum package of capacities and programs should be augmented by additional ones important to the department's community and given priority as a result of the community health needs assessment and health improvement plan.**

NACCHO believes it is essential that once such a minimum package of services is defined that the costs associated with adequately delivering it also be developed so that policy makers have a clear understanding of the financial, technological, and human resources necessary to assure the presence of these capabilities and programs for every community. The costs should be scaled to a jurisdiction's population size and capacity needed. Once developed and quantified, local health departments will require financial resources to provide these services. In addition, resources will be required for services provided through formal partnerships with neighboring local health departments and in arrangements with other community organizations or their state. Without those resources, local health departments cannot be expected to assure the delivery of the minimum package.

The minimum package should be built on the conceptual framework described by the three core public health functions<sup>1</sup>, the ten essential public health services<sup>2</sup>, the operational definition of a local health department<sup>3</sup>, and capacities needed for public health preparedness. The foundational capabilities of the minimum package would be used by local health departments and their governing boards to plan and set priorities and as a framework for accountability and performance measurement, quality assurance and improvement and as the basis for standard setting by the Public Health Accreditation Board.

This minimum package should establish a threshold and a consistent basis for investments in governmental public health activity. The minimum package would be the public and population health equivalent of the essential benefits package established in the Affordable Care Act<sup>4</sup>. NACCHO believes that development of a minimum package of services for local health departments is an important first step to substantiating public investment in them. The minimum package of services should, as articulated in the Operational Definition, "describe the responsibilities that every person, regardless of where they live, should reasonably expect their local health department to fulfill."





Foundational public health capabilities are those that support all program activities and facilitate a focus on the social determinants of health. These include:

- Information systems and resources (including disease and injury monitoring, surveillance and epidemiology, maintenance of birth and death data and systems to support electronic health records and data sharing with other clinical and community providers, informatics capacity, and the capability to maintain telephone, internet, social media, and other technologies for internal and external communication to inform the community, be informed by them, and reinforce healthy behaviors and lifestyles).
- Health assessment and planning (including community health improvement planning).
- Partnership development and community mobilization.
- Leadership, policy development, analysis, and decision support.
- Communication and public education (including health literacy and cultural competence).
- Marketing, branding, and outreach of LHD services to community and partners.
- Expertise in public health sciences, research, evaluation, interventions, and protections.
- Epidemiology capacity and expertise to support communicable and chronic disease prevention and control activities.
- Medical care experience and knowledge that fosters excellent and understanding relationships with clinical medicine partners in order to integrate public health and clinical medicine activities.
- Laboratory capacity or the ability to access adequate and appropriate laboratory capacity often provided by the state health department.
- Resource development (including grant writing, workforce development, and reimbursement, contracting, fee collection and supporting infrastructure, and/or local levy or other tax support).
- Organizational strategic planning, quality improvement and performance management, and quality assurance and improvement.
- Workforce development and training.
- Interaction with public health education and training institutions to develop the pipeline for the public health work force of the future.
- Human resources, facilities, administration, and governance expertise and tools.
- Financial management expertise and systems.
- Legal support and analysis expertise.

Basic programs are those mandatory programs provided by the local health department because no one else in the community provides them, or they are provided inadequately by others in the public health system despite efforts to encourage and incentivize others to do so. Basic programs are delivered on an adequate scale and quality to protect health on a population-wide basis within the local health department's jurisdiction. Basic programs are essential to achieving health equity and reducing health disparities in communities. For example:

- Communicable disease control (including disease detection, contact investigation, disease reporting, emergency disease response, provider education, outreach and education, trend analysis and communication to communities and medical providers, and quarantine authority).
- Chronic disease prevention (including outreach, tobacco control, and trend analysis and communication to communities and medical providers).

- Environmental health (including foodborne illness outbreak investigations).
- Public Health Preparedness and response (including disease control and public health hazard prevention and response).
- Vital Statistics collection, reporting, trend analysis and reporting to community and healthcare providers.
- Community Health Assessment, community health improvement planning and community activities such as Mobilizing for Action through Planning and Partnerships (MAPP) to inform communities about the public's health, needs and to lead the community in addressing population level issues.
- Patient safety and market oversight (including investigating and responding to outbreaks related to a health- or product-acquired infection or food borne illness).

There are other programs not part of the minimum package that create conditions that promote health that should be available in all communities but may not necessarily be provided by the local health department. Local health departments are, however, essential coordinators of these services (as identified in the parenthesis below) assuring that they are provided in their community. For example:

- Communicable disease control (including drug therapy and vaccination capacity).
- Chronic disease prevention (including health promotion of physical activity and better nutrition, health education and early intervention).
- Environmental health services, including licensing, inspection, and monitoring (air quality, drinking water, solid waste handling, sewage, lead screening and remediation, food safety including restaurant and public facility inspections, swimming pool/water feature inspections, school inspections, animal, rodent and insect control, nuisance abatement, drug lab site recovery and land use review).
- Public health preparedness and response (including emergency management, volunteer management, and vulnerable populations).
- Maternal and child health promotion (including WIC, visiting public health nurse and/or postnatal programs, children with special health care needs, prenatal and reproductive health programs, well baby and well child programs, public health child dental and dental sealant programs, and school health clinics).
- Injury prevention and control (including unintentional overdose, motor vehicle safety, intimate partner violence, senior fall prevention, traumatic brain injury, water recreation/safety, and safe household/maintenance programs).
- Mental health and substance abuse (monitor and assess).
- Clinical preventive and primary care services (including immunizations, medical and dental clinics, care coordination and navigation, reproductive and sexual health services).

NACCHO places a high priority on the development of the minimum package. The body developing the minimum package should, at a minimum, include national public health organizations representing local and state health departments and their governing entities, the public health community-at-large, foundations with a demonstrated interest in local and state governmental public health practice, federal government partners and governmental public health practitioners at the local and state level. The minimum package should define the exclusive work for local health departments and be informed by current state and local efforts now underway to develop such a package.

### Justification

In April 2012, the Institute of Medicine issued a report entitled [“For the Public’s Health: Investing in a Healthier Future”](#) funded by the Robert Wood Johnson Foundation (RWJF)<sup>5</sup>. The report points out that American federal state, and local governments spent \$8,086 per person on medical care in 2009 versus \$251 in public health spending. The report makes ten recommendations including that an expert panel convened by the [National Prevention, Health Promotion, and Public Health Council](#) develop the components and the cost of a minimum package of public health services that every community should receive from its state and local health departments. The report also recommends that “public health agencies at all levels of government, national public health professional associations, policy makers, and other stakeholders should endorse the need for a minimum package of public health services.” RWJF and others are interested in operationalizing the recommendations.

The development of the components and cost of a minimum package of public health services is necessary for the following reasons:

1. A minimum package articulates a vision of where local health departments aim to be in terms of structure and service delivery. With adequate funding, local health departments of the future will be a source of knowledge and analysis on community and population health; a convener, coalition-builder, and mobilizing force to build health considerations into all aspects of community planning and action; a steward of the community’s health, assuring that policies and services needed for a healthy population are in place; and a partner of the clinical care delivery system in developing information about effectiveness and appropriateness of service delivery.
2. A minimum package provides visibility and a brand for local health departments assuring consistency from one community to another. At present, health departments and the work they do are often invisible. Local health departments are perceived as an amalgamation of disparate programs.
3. A minimum package is essential to substantiating investments in governmental public health because policy makers would know what they were investing in and what the return on investment would be. A minimum package creates clarity for policy makers on the minimum level of capacity that health department should have and the funding necessary to provide them. The foundational capabilities are currently supported in a piecemeal fashion through scraps of categorical funds. The intention is to move away from the siloed funding approach to something much more flexible to support the necessary foundational capabilities.
4. A minimum package would help guide program and job cuts when health department budgets are cut. Health departments continue to struggle to do less with less and are faced everyday with painful decisions on what to cut and what to keep. The package would inform that decision making.
5. With a minimum package, local health departments will be able to determine their workforce, training, and recruitment needs for the future. This may also influence schools of public health curricula to meet the workforce needs of governmental public health agencies.
6. Health departments will have a clearer idea of their technology needs in terms of information systems, epidemiology and laboratory capacity, finance and accounting management.

7. Health department quality improvement activities will be strengthened by having a minimum package in place across the country. This will facilitate cross jurisdictional sharing and adoption of quality improvement activities and outcomes.
8. A minimum package is essential to developing a common accounting and management framework for public health services. Without better financial information, public health departments are unable to link cost data to their organizational structures, staffing patterns, and service delivery models and thus limit their ability to enhance the productivity and efficiency of their operations.
9. As articulated in the Operational Definition of a Functional Local Health Department<sup>3</sup>, “all local health departments exist for the common good, and are responsible for demonstrating strong leadership in the promotion of physical, behavioral, environmental, social and economic conditions that improve health and well-being, prevent illness, disease, injury and premature death, and eliminate health disparities. However, in the absence of specific, consistent standards regarding how local health departments fulfill this responsibility, the degree to which the public’s health is protected and improved varies widely from community to community.”

### **References**

<sup>1</sup> Institute of Medicine, Committee on the Future of Public Health (1988). *The Future of Public Health*. Washington, DC: National Academy Press.

<sup>2</sup> Public Health Functions Steering Committee (1994). *Public Health in America*. Washington, DC: U.S. Public Health Services.

<sup>3</sup> National Association of County and City Health Officials (2005). *Operational Definition of a Functional Local Health Department*. Washington, DC: National Association of County and City Health Officials.

<sup>4</sup> Patient Protection and Affordable Care Act (PPACA) §1301(a). The essential benefit package for plans offered in the exchanges must include the following benefit classes: ambulatory patient services; emergency services; hospitalization; maternity and newborn care; mental health and substance use disorder services, including behavioral health treatment; prescription drugs; rehabilitative and habilitative services and devices; laboratory services; preventive and wellness services and chronic disease management; and pediatric services, including oral and vision care.

<sup>5</sup> Institute of Medicine, Committee on Public Health Strategies to Improve Health (2012). *For the Public's Health: Investing in a Healthier Future*. Washington, DC: National Academies Press.

### **Record of Action**

*Proposed by NACCHO Board of Directors*

*Adopted by NACCHO Executive Committee on behalf of the Board of Directors on December 19, 2012*



Benefits and Healthcare

# Healthcare Reform Timeline – Executive Summary

**Important:** This timeline is based on information available in February 2013 and is subject to change.

The Patient Protection and Affordable Care Act was signed into law by President Obama on March 23, 2010. The companion bill, the Health Care and Education Reconciliation Act was signed into law on March 30, 2010. Together, these two bills constitute what is now commonly referred to as the “Affordable Care Act” or “ACA”.



## 2010

- **Temporary insurance-premium tax credit for small employers**  
Provides tax credits to small employers with no more than 25 employees and annual average wages of less than \$50,000 that provide health insurance for employees. Phase I (2010-2013): tax credit up to 35% (25% for no-profits) of employer cost; Phase II (2014 and later): tax credit up to 50% (35% for non-profits) of employer cost if purchased through an Insurance Exchange for two years.
- **Temporary subsidy for early retiree plans**  
Creates a temporary reinsurance program for employers providing health insurance coverage to retirees over age 55 who are not eligible for Medicare.  
  
The program is slated to close by the end of 2013; however, the program will terminate earlier if the \$5 billion assigned funds are spent sooner.

## 2011

- **No lifetime dollar limit on essential health benefits, and phase-out of annual dollar limit on essential health benefits**  
Prohibits all health plans from placing lifetime limits on coverage, and prohibits the use of restrictive annual limits in all employer plans and new plans in the individual market.
- **No pre-existing condition exclusion for anyone under age 19**  
All employer plans and new plans in the individual market cannot impose a pre-existing condition exclusion on children’s coverage.
- **Adult children eligible up to age 26**  
Requires all plans in the individual market and non-grandfathered employer plans provide coverage for children up to age 26.
- **No retroactive cancellation of coverage**  
Coverage may only be rescinded in cases of fraud.

- **Preventive care coverage available without cost-sharing**

Requires health plans to provide at a minimum coverage without cost sharing for preventive services rated A or B by the U.S. Preventive Services Task Force, recommended immunizations for children, preventive care for infants, children and adolescents, and additional preventive care and screenings for women.

On August 1, 2011, HHS issued interim final regulations which included requirements that insurers cover birth control at no cost sharing. On Feb. 12, 2012, HHS issued final rules authorizing the exemption of group health plans and group insurance coverage sponsored by certain religious employers from having to cover certain preventive health services.

- **Penalty of 20 percent for non-medical distribution from HSAs**

Effective January 1, 2011 additional tax for withdrawals prior to age 65 increased from 10% to 20%.

- **Standardizing the definition of Qualified Medical Expense**

Except for insulin, over-the-counter drugs without a prescription are not reimbursable from a FSA or HRA and are not a tax-free reimbursement from an HSA.

- **Insurance refund if medical loss ratio is less than 85 percent (80 percent for small plans)**

Insurers must annually report on the share of premium dollars spent on medical care as opposed to profits or administration and provide consumer rebates where less than 80 to 85 percent of dollars are used for benefits.

- **Coverage of emergency services without preauthorization and at in-network charges**

Plans cannot require prior authorization for emergency services or set more restrictive cost-sharing requirements when emergency services are received out of network.

- **SIMPLE cafeteria plans available**

Creates a Simple Cafeteria Plan to provide a vehicle through which small businesses can provide tax-free benefits to their employees.

- **Non-discrimination requirement for insured plans**

Delayed until further guidance issued.

## 2012

- **First Payment of Medical Loss Ratio Rebates**  
Insurance carriers were required to issue consumer rebates by August 2012 if they were not in compliance with the Medical Loss Ratio Provision that went into effect January 2011.
- **Expansion of internal and external appeals procedures**  
All group plans must have both internal and external review procedures that are expanded beyond current requirements.
- **Women's Preventive Services**  
Additional women's preventive health care services were added to the list of recommended preventive health care services to be covered with no cost sharing requirements. Included in the list are contraception, permanent sterilization, pre-natal care, HPV, HIV testing and counseling.
- **Form W-2 for 2012 discloses value of non-taxable healthcare coverage**  
Employers who file 250 or more W-2 forms in a year must report the aggregate value of employer-provided medical coverage.
- **Expansion of internal and external appeals procedures**  
All group plans must have both internal and external review procedures that are expanded beyond current requirements.
- **Begin distributing uniform explanation-of-coverage document (first day of open enrollment for plan years beginning on or after September 23, 2012)**  
Applies to plans renewing on or after September 23, 2012. The summary must be written in easily understood language. A 4 page model summary was provided by the Department of Health and Human Services for use by employers and insurers.

## 2013

- **Health FSA Limits**  
For Plan Years beginning after December 31, 2012, the amount of salary reduction contributions are limited to \$2,500 annually.
- **Payment of Patient Centered Outcomes Research Trust Fee**  
Fully-insured and self-insured medical plans sponsored by private or public employers of all sizes pay \$1 per life for research trust fund for plan years ending after 9/30/12 and \$2 per life for plan years ending after 9/30/13.
- **Medicare payroll tax increase for highly paid employees**  
Employees pay 2.35% (not 1.45%) on earnings greater than \$200,000 (\$250,000 if filing jointly). Taxpayers in those higher income categories will also pay a new 3.8% Medicare tax on investment income.
- **Written notice to employees about insurance exchanges**  
Employers were to have provided a notice to employees by March 1, 2013 of the existence of the exchanges. **This has been delayed until late summer or early fall.**

2014

- **Waiting Periods**

Waiting periods in excess of 90 days are prohibited.

- **Insurance Exchanges**

Individuals and small employers may purchase insurance from state-run exchanges. If the states agree, large employers also may purchase from the exchange beginning in 2017.

- Five Levels of coverage are offered through the exchange;
- Coverage is subject to modified underwriting (guaranteed with no medical underwriting);
- A government subsidy available with incomes up to 400 percent of the federal poverty level if enrolled in the state-run exchange

- **Employer “play or pay” mandate begins**

Employers with more than 50 full-time employees in the preceding calendar year (working an average of at least 30 hours per week, or 130 hours per month) can “play” by offering “minimum essential coverage” to all of its fulltime employees and their dependents.

- Employers with more than 50 fulltime employees that do not offer minimum essential coverage must pay an excise tax of \$2,000 times the total number of full-time employees (excluding the 1<sup>st</sup> 30 employees) if at least one employee receive government subsidized coverage through an exchange.
- If the employer offers minimum essential coverage, but the coverage for the employee is unaffordable (cost for single coverage is greater than 9.5 percent of the employees modified adjusted gross income) and the employee receives government subsidized coverage through an exchange, the employer is required to pay an annual excise tax equal to \$3,000 for each employee receiving subsidized exchange coverage.

**In either penalty situation, these non-deductible excise taxes are calculated and assessed on a monthly basis.**



• **Employer reporting to IRS on plan and employee information begins**

Employers must report to the government:

- Whether they offer minimum essential coverage;
- The length of the waiting period
- The lowest cost option for coverage;
- The employer's share of the coverage costs;
- The total number and names of employees receiving coverage from the employer's plan.

• **Pre-Existing Condition Limitations**

Pre-existing condition exclusions are eliminated for all participants for plan year's beginning in 2014.

• **Annual Dollar Limits**

All annual dollar limits on essential health benefits is prohibited.

• **Individual Mandate Begins**

Requires U.S. citizens and legal residents to have qualifying health coverage. There is a phased-in penalty for those without coverage, with certain exemptions.

• **Health Insurance Provider Fee**

Imposes an annual, non-deductible fee on the health insurance sector allocated across the industry according to market share.

• **Annual Deductible Limits**

Annual deductible cannot exceed \$2,000 for single coverage or \$4,000 for family coverage; applies only to small group market

• **Temporary Reinsurance Program (2014 to 2016)**

Carriers and third party administrators pay a contribution rate to offset rate increases in the individual market.

<b>2015</b>	• <b>Automatic Enrollment</b>	Groups with 200 or more employees must default employees in plan. (pending issuance of regulations)
<b>2017</b>	• <b>Exchanges for Large Employers</b>	All employers may purchase coverage through an insurance exchange, subject to state approval.
<b>2018</b>	• <b>Excise Tax on High Value Plans</b>	A 40% excise tax is imposed on insurers (for full-insured coverage) and employers (for self-insured coverage) to the extent that the aggregate annual value of an employee's health coverage (including medical, rx, HRA, FSA and employer H S A contributions) exceed \$10,000 (\$27,500 for more than employee-only coverage)

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**WASHOE COUNTY HEALTH DISTRICT  
PROPOSED FEE SCHEDULE  
EFFECTIVE DATE: JULY 1, 2013**

*ADMINISTRATIVE HEALTH SERVICES*

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

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

Page #	Description	Current Fee	Proposed Fee	Health District Direct & Indirect Costs	County Indirect (included in <u>proposed fee</u> )
1	MP3 Recordings of Public Meetings	\$ 1.00	\$ -	\$ -	\$ -
<b>Epidemiology and Public Health Preparedness</b>					
2	Certified Copy of Birth Certificate	\$ 20.00	\$ 20.00	N/A	N/A
2	Certified Copy of Death Certificate	\$ 20.00	\$ 20.00	N/A	N/A
2	Vital Records Search	\$ 10.00	\$ 10.00	N/A	N/A
2	Verification Copy	\$ 10.00	\$ 10.00	N/A	N/A

*Vital Statistics fees are established by the State of Nevada*

## MP3 RECORDING OF PUBLIC MEETINGS

The fee for MP3 recording public meetings is based upon the cost to purchase one disc and transfer the recording.

The computation of the fee is as follows:

Item	Cost
MP3 Recording - per CD charge - less than \$0.50 each	\$0.00

*AIR QUALITY MANAGEMENT*

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

**Air Quality Management**

Page #	Description	Current Fee 7/1/12	Proposed Fee 7/1/13	Health District Direct & Indirect Costs	County Indirect (included in proposed fee)
1	Plan Review - Fuel Burning Equipment Only	\$ 72.00	\$ 93.00	\$ 75.00	\$ 18.00
1	Plan Review - < 100 tons per year	\$ 525.00	\$ 681.00	\$ 551.00	\$ 130.00
1	Plan Review - < 100 tons per year, Synthetic Minor Source-NEW (broken out)	\$ -	\$ 2,024.00	\$ 1,637.00	\$ 387.00
1	Plan Review - > 100 tons per year	\$ 6,829.00	\$ 25,650.00	\$ 20,741.00	\$ 4,909.00
2	Small Stationary Source Operating Permit	\$ 153.00	\$ 198.00	\$ 160.00	\$ 38.00
3	Stationary Source Operating Permit	\$ 168.00	\$ 218.00	\$ 176.00	\$ 42.00
3	Annual Emission Fee (source emitting > 2 lbs/day)	\$ 15.00	\$ 16.00	\$ 16.00	\$ -
4	Stationary Source Toxics Permit	\$ 71.00	\$ 94.00	\$ 76.00	\$ 18.00
4	Annual Toxic Emission Fee (source emitting > 1 lb/day)	\$ 6.00	\$ 6.00	\$ 6.00	\$ -
5	Operating Permit Transfer Fee (person to person)	\$ 43.00	\$ 56.00	\$ 45.00	\$ 11.00
6	Late Permit Application Processing Fee	\$ 190.00	\$ 246.00	\$ 199.00	\$ 47.00
7	Gasoline Service Station Permit Fee (base plus per nozzle)				
	Base Fee (per permit)	\$ 11.00	\$ 14.00	\$ 11.00	\$ 3.00
	Per Nozzle	\$ 37.00	\$ 48.00	\$ 39.00	\$ 9.00
8	Asbestos Assessment Plan Review	\$ 56.00	\$ 72.00	\$ 58.00	\$ 14.00
9	<u>Notification of Asbestos App/Removal Fees:</u>				
9-a	Non-NESHAP Demolition	\$ 146.00	\$ 189.00	\$ 153.00	\$ 36.00
9-a	260<520 Linear ft or 160<320 sq ft	\$ 300.00	\$ 389.00	\$ 315.00	\$ 74.00
9-a	520<1000 Linear ft or 320<1000 sq ft	\$ 662.00	\$ 858.00	\$ 694.00	\$ 164.00
9-a	>1000 Linear or Square Feet	\$ 1,632.00	\$ 2,116.00	\$ 1,711.00	\$ 405.00
9-a	Facility Annual Notification	\$ 3,441.00	\$ 4,462.00	\$ 3,608.00	\$ 854.00
10	Building Plan Review	\$ 49.00	\$ 63.00	\$ 51.00	\$ 12.00
11	Initial Registration of Neutral Inspectors-NEW (broken out)	\$ -	\$ 173.00	\$ 140.00	\$ 33.00
12	Annual Renewal of Neutral Inspectors	\$ 89.00	\$ 58.00	\$ 47.00	\$ 11.00
13	Woodstove Certificates-NEW (broken out)	\$ -	\$ 43.00	\$ 35.00	\$ 8.00
14	Woodstove Notice of Exemption	\$ 13.00	\$ 17.00	\$ 14.00	\$ 3.00
15	Geothermal Well Drilling Permit	\$ 333.00	\$ 456.00	\$ 369.00	\$ 87.00
16	Air Quality Variance Request	\$ 460.00	\$ 597.00	\$ 483.00	\$ 114.00
17	Dust Control Plan Review (base plus per acre)				
	Base Fee (per permit)	\$ 33.00	\$ 43.00	\$ 35.00	\$ 8.00
	Per Acre	\$ 108.00	\$ 140.00	\$ 113.00	\$ 27.00
18	Expert Witness Fee (per hour)	\$ 253.00	\$ 328.00	\$ 265.00	\$ 63.00
19	Air Quality Permit to Operate Late Fee (% of Total Fee Due)	25%	25%		
20	Non-Standard Working Hours Request-NEW (per hour)	\$ -	\$ 120.00	\$ 97.00	\$ 23.00

## AIR POLLUTION STATIONARY SOURCE PLAN REVIEW FEE

The fee for an Air Pollution Stationary Source Plan review is based upon the time to review the plan to assess to assess the need for an Air Quality Management Permit (dust, stationary source, asbestos, other) to evaluate available control measures and associated compliance with the Air Quality Management regulations, contact the responsible party via phone and/or on-site visit, and approve the plan with applicable conditions.

The average time spent by the Environmental Engineer II to conduct the reviews for a facility with a boiler only is one (1) hour, for a facility that emits less than 100 tons/year is eight (8) hours and for a facility that emits 100 tons/year or more is 100 hours.

The hourly salary, including fringe benefits for an Environmental Engineer II is \$53.85.

The average time spent by the PPAA-Office Assistant II combo to conduct the reviews for a facility with a boiler only is ten minutes, for a facility that emits less than 100 tons/year is ten minutes; The average time spent by the PPAA for a facility that emits 100 tons/year or more is eight (8) hours.

The hourly salary, including fringe benefits, for an Office Assistant II-PPAA combo is \$35.53.

The hourly salary, including fringe benefits for a Plan/Permit/App Aide is \$36.99.

The computation of the Stationary Source Plan Review fees is as follows:

Personnel	Hourly Rate	# of Hours	Inspection	Cost	AQM Indirect Cost	Washoe County Indirect	Total Cost	Business Fee
Environmental Engineer II	\$53.85	1.000	Boiler Only	\$53.85	\$14.04	\$16.07	\$83.96	\$84
Office Assistant II-PPAA	\$35.53	0.167	Boiler Only	\$5.92	\$1.54	\$1.77	\$9.23	\$9
<b>Total Cost</b>								<b>\$93</b>
Environmental Engineer II	\$53.85	8.000	<100 tons/yr	\$430.80	\$112.35	\$128.55	\$671.70	\$672
Office Assistant II-PPAA	\$35.53	0.167	<100 tons/yr	\$5.92	\$1.54	\$1.77	\$9.23	\$9
<b>Total Cost</b>								<b>\$681</b>
Environmental Engineer II	\$53.85	24.000	Synthetic Minor	\$1,292.40	\$337.06	\$385.65	\$2,015.11	\$2,015
Office Assistant II-PPAA	\$35.53	0.167	Synthetic Minor	\$5.92	\$1.54	\$1.77	\$9.23	\$9
<b>Total Cost</b>								<b>\$2,024</b>
Environmental Engineer II	\$53.85	300.000	>100 tons/yr	\$16,155.00	\$4,213.22	\$4,820.65	\$25,188.88	\$25,189
PPAA	\$36.99	8.000	<100 tons/yr	\$295.92	\$77.18	\$88.30	\$461.40	\$461
<b>Total Cost</b>								<b>\$25,650</b>

AQM Indirect Cost Rate	26.08%
CoCAP (County) Indirect Cost Rate-AQM Division	29.84%



## STATIONARY SOURCE OPERATING PERMIT FEE

The fee for a Stationary Source Operating Permit is based upon the time it takes an Environmental Engineer II and a Plans/Permit Aide to review the permit application and technical data (schematic, emission calculations, equipment & control apparatus), to issue the Air Quality permit with operating conditions, to coordinate data input with the EPA for "Major" sources, and to conduct an on-site inspection for compliance verification.

The average time for the Environmental Engineer II to review and process the application is one (1) hour.

The hourly salary, including fringe benefits for an Environmental Engineer II is \$53.85.

The average time for the Air Quality Specialist II to conduct the annual compliance inspection is one (1) hour, 30 minutes.

The hourly salary, including fringe benefits for an Air Quality Specialist II is \$51.32.

The average time for the Plans/Permit Aide to process the permit information is 15 minutes.

The hourly salary, including fringe benefits for a Plan/Permit/App Aide is \$36.99.

The computation of the Stationary Source Operating Permit fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Environmental Engineer II	\$53.85	1.000	\$53.85
Air Quality Specialist II	\$51.32	1.500	\$76.98
Plan/Permit/App Aide	\$36.99	0.250	\$9.25
<b>Subtotal</b>			<b>\$140.08</b>
AQM Indirect Cost Rate	26.08%	Indirect Cost-AQM	\$36.53
CoCAP (County) Indirect Cost Rate-AQM Division	29.84%	Indirect Cost-CoCAP (County)	\$41.80
<b>Total Cost</b>			<b>\$218.41</b>

The Stationary Source Operating Permit fee is \$218.00.

### ANNUAL EMISSION FEE (source emitting > 2 lbs/day)

The cost per pound of pollutant is based upon guidance established by the 1990 Clean Air Act Amendments. The cost per pound was established to provide an incentive for pollution reduction and increases are commensurate with increases/decreases in the Consumer Price Index as published by the U.S. Department of Labor, Bureau of Labor Statistics.

<b>Cost Per Pound of Pollutant</b>	<b>\$16.00</b>
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## OPERATING PERMIT TRANSFER FEE

The Operating Permit Transfer Fee is based upon the staff time to conduct a file review of the existing facility, transfer operating permits to the new name, issue a new permit, and transfer the existing file to the new name.

The average time for the Environmental Engineer II to complete the transfer is 30 minutes.

The hourly salary, including fringe benefits for an Environmental Engineer II is \$53.85.

The average time for the Plan/Permit/App Aide to encode the transfer is 15 minutes.

The hourly salary, including fringe benefits for a Plan/Permit/App Aide is \$36.99.

The computation of the Operating Permit Transfer fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Environmental Engineer II	\$53.85	0.500	\$26.93
Plan/Permit/App Aide	\$36.99	0.250	\$9.25
<b>Subtotal</b>			<b>\$36.17</b>
AQM Indirect Cost Rate	26.08%	Indirect Cost-AQM	\$9.43
CoCAP (County) Indirect Cost Rate-AQM Division	29.84%	Indirect Cost-CoCAP (County)	\$10.79
<b>Total Cost</b>			<b>\$56.40</b>

The Operating Permit Transfer fee is \$56.00.

## GASOLINE SERVICE STATION PERMIT FEE

The Gasoline Service Station Permit fee is based upon the cost of staff time to review the permit application and technical data (schematic, emission calculations, equipment & Phase I-II control apparatus), to issue the Air Quality permit with operating conditions, and to conduct an on-site inspection for compliance verification. The plan review fee will be the same as that charged for other stationary sources. The permit fee will be based upon the number of nozzles at each facility.

The average facility has 15 gasoline nozzles and it will take the Air Quality Specialist 30 minutes per nozzle to perform the on-site evaluation. It will take the Environmental Engineer II 90 minutes per station (or 6 minutes/nozzle) for file review and/or station test review. It takes the PPAA-OAII combo

The hourly salary, including fringe benefits for an Environmental Engineer II is \$53.85.

The hourly salary, including fringe benefits for an Air Quality Specialist II is \$51.32.

The average time for the Office Assistant II-Plan/Permit/App Aide to process the permit information is 15 minutes per permit.

The hourly salary, including fringe benefits, for an Office Assistant II-PPAA combo is \$35.53.

The computation of the Gasoline Service Station Permit fee is as follows:

### Base Fee

Personnel	Hourly Rate	# of Hours	Cost
OAI-PPAA combo	\$ 35.53	0.25	\$ 8.88
<b>Subtotal</b>			<b>\$8.88</b>
AQM Indirect Cost Rate	26.08%	Indirect Cost-AQM	\$2.32
CoCAP (County) Indirect Cost		Indirect Cost-CoCAP (County)	\$2.65
Rate-AQM Division	29.84%	<b>Total Cost</b>	<b>\$13.85</b>

The Gasoline Service Station Permit base fee is \$14.00

### Per Nozzle

Personnel	Hourly Rate	# of Hours	Cost
Environmental Engineer II	\$53.85	0.100	\$5.39
Air Quality Specialist II	\$51.32	0.500	\$25.66
<b>Subtotal</b>			<b>\$31.05</b>
AQM Indirect Cost Rate	26.08%	Indirect Cost-AQM	\$8.10
CoCAP (County) Indirect Cost		Indirect Cost-CoCAP (County)	\$9.26
Rate-AQM Division	29.84%	<b>Total Cost</b>	<b>\$48.41</b>

The Gasoline Service Station Permit fee per nozzle is \$48.00.

## **NOTIFICATION OF ASBESTOS APPLICATION/REMOVAL FEE**

**\$189.00 For Non NESHAP Demolition**

**\$389.00 For each project greater than 260 but less than 520 linear feet or 160 square feet but less than 320 square feet.**

**\$858.00 For each project greater than 520 but less than 1,000 linear feet or 320 but less than 1,000 square feet.**

**\$2,116.00 For each project greater than 1,000 linear or square feet.**

**\$4,462.00 Annual Notification**

## BUILDING PLAN REVIEW FEE

The service charge for a Building Plan Review is based upon the time to review the submitted plans and specifications, contact the responsible parties for the necessary information to be submitted to Air Quality Management, evaluate compliance with all Air Quality regulations, and to sign off the building plan for issuance purposes.

The average time spent by the Engineer II to review compliance with regulations including dust control, asbestos, and stationary source operating permits, contact the applicant to identify any additional information required to be submitted prior to approval, and entry into Permit Plus is 45 minutes.

The hourly salary, including fringe benefits for an Environmental Engineer II is \$53.85.

The computation of the Building Plan Review fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Environmental Engineer II	\$53.85	0.750	\$40.39
<b>Subtotal</b>			<b>\$40.39</b>
AQM Indirect Cost Rate	26.08%	Indirect Cost-AQM	\$10.53
CoCAP (County) Indirect Cost Rate-AQM Division	29.84%	Indirect Cost-CoCAP (County)	\$12.05
<b>Total Cost</b>			<b>\$62.97</b>

The Building Plan Review Fee (per plan) is \$63.00.

## ANNUAL RENEWAL OF NEUTRAL INSPECTORS FEE

The annual Renewal of Neutral Party Registration fee is based upon the cost of supplies and personnel to process an application form, issue the license, and verify/update the applicant's information into the database.

The renewal process is estimated to take one (1) hour per applicant.

The Plans/Permit Aide performs the review, issues the license, and encodes the application information.

The hourly salary, including fringe benefits for a Plan/Permit/App Aide is \$36.99.

The computation of the Annual Renewal of Neutral Inspectors fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Plans/Permit Aide	\$36.99	1.000	\$36.99
<b>Subtotal</b>			<b>\$36.99</b>
AQM Indirect Cost Rate	26.08%	Indirect Cost-AQM	\$9.65
CoCAP (County) Indirect Cost Rate-AQM Division	29.84%	Indirect Cost-CoCAP (County)	\$11.04
<b>Total Cost</b>			<b>\$57.67</b>

The Annual Renewal of Neutral Inspectors Fee, per each applicant is \$58.00.

## WOODSTOVE NOTICE OF EXEMPTION FEE

The Wood Stove Notice of Exemption fee is based upon the staff time to receive the form, process the necessary paperwork, answer questions, conduct quality assurance activities, and necessary follow-up on-site inspections.

The average time spent by the Plans/Permit/Application Aide processing applications received is 17 minutes per exemption form.

The hourly salary, including fringe benefits for a Plan/Permit/App Aide is \$36.99.

The Air Quality Supervisor conducts quality assurance activities (routine sampling of residences to assure compliance). Monthly reviews are conducted requiring 1 hour per month.

This cost is \$714 (\$59.55/hr. Air Quality Supervisor x 12 months = \$714.60) and when divided by the number of forms processed per year (6,702) the cost per form is \$0.11.

The hourly salary, including fringe benefits for an Air Quality Supervisor is \$59.85.

The computation of the Woodstove Notice of Exemption fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Plans/Permit/App Aide	\$36.99	0.283	\$10.48
Air Quality Supervisor	\$59.85	See QA activities above	\$0.11
<b>Subtotal</b>			<b>\$10.59</b>
AQM Indirect Cost Rate	26.08%	Indirect Cost-AQM	\$2.76
CoCAP (County) Indirect Cost Rate-AQM Division	29.84%	Indirect Cost-CoCAP (County)	\$3.16
<b>Total Cost</b>			<b>\$16.51</b>

The Woodstove Notice of Exemption Fee is **\$17.00**.

## AIR QUALITY VARIANCE REQUEST FEE

The Air Quality Variance Request fee is based upon the cost to process requests for variances to the air quality regulations. Variances are intended to allow companies to continue operations while addressing compliance issues that are deemed out of their control. A variance may not exceed a period of one year.

Staff reviews the request to prepare conditions of operation, and to determine the impact to the public. A report is prepared with recommendations, which are forwarded to the Air Pollution Control Hearing Board.

Staff who conducted the review and made the recommendation attends the Hearing Board meeting.

The average time spent by an Engineer II in the review process is two (2) hours.

The hourly salary, including fringe benefits for an Environmental Engineer II is \$53.85.

The average time spent by an Air Quality Supervisor in the review process and at the hearing board is four (4) hours.

The hourly salary, including fringe benefits for an Air Quality Supervisor is \$59.85.

The average time spent by an Office Assistant II-PPAA combo in the review process is one (1) hour.

The hourly salary, including fringe benefits, for an Office Assistant II-PPAA combo is \$35.53.

The computation of the Air Quality Variance Request fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Environmental Engineer II	\$53.85	2.000	\$107.70
Air Quality Supervisor	\$59.85	4.000	\$239.40
OA II-PPAA combo	\$35.53	1.000	\$35.53
<b>Subtotal</b>			<b>\$382.63</b>
AQM Indirect Cost Rate	26.08%	Indirect Cost-AQM	\$99.79
CoCAP (County) Indirect Cost		Indirect Cost-CoCAP (County)	\$114.18
Rate-AQM Division	29.84%	<b>Total Cost</b>	<b>\$596.60</b>

The Air Quality Variance Request Fee is \$597.00.



## EXPERT WITNESS FEE

The Expert Witness fee is based upon the staff time necessary to conduct research, consult with attorneys, testify at depositions and to be available for appearance under subpoena in court cases where staff are not appearing on behalf of Washoe County, or the Cities of Reno or Sparks.

Although the proposed fee would be for the Air Quality Management Division, this same concept would be used when expert witness requests are received for other Divisions within the District Health Department.

This fee is calculated based upon the amount of time staff spends during testimony, costs associated with research and preparation on the subject matter to be discussed.

This fee covers the approximate time that an Environmental Engineer II would present testimony; the time that an Air Specialist II would need to conduct background research, obtain other factual information from field visits or files and occasionally testify in addition to the Environmental Engineer II.

The Environmental Engineer II portion of the fee is calculated based upon the concept that for each hour of Engineer's testimony an equal amount of time is needed for preparation. The same principal applies for an Air Quality Specialist II.

The hourly salary, including fringe benefits for an Environmental Engineer II is \$53.85.  
The hourly salary, including fringe benefits for an Air Quality Specialist II is \$51.32.

The computation of the Expert Witness fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Environmental Engineer II	\$53.85	2.000	\$107.70
Air Quality Specialist II	\$51.32	2.000	\$102.64
<b>Subtotal</b>			<b>\$210.34</b>
AQM Indirect Cost Rate	26.08%	Indirect Cost-AQM	\$54.86
CoCAP (County) Indirect Cost Rate-AQM Division	29.84%	Indirect Cost-CoCAP (County)	\$62.77
<b>Total Cost</b>			<b>\$327.96</b>

The Expert Witness Fee (per hour) is \$328.00.

## NON-STANDARD WORKING HOURS REQUEST FEE

The Non-Standard Working Hour fee is a customer service fee associated with inspection activities that are requested to be conducted during non-standard working hours. These inspections typically include gas station testing, demolition of structures, and asbestos abatement projects.

Individuals requesting the Non-Standard Working Hours inspection will be assessed a fee equal to the hours of staff time at the overtime salary (including fringe benefits) of an Air Quality Specialist II level.

The overtime hourly salary, including fringe benefits, of an Air Quality Specialist II is \$76.61. A \$119.00 per hour fee will be assessed.

Personnel	Hourly Rate	# of Hours	Cost
Air Quality Specialist II	\$76.98	1.000	\$76.98
<b>Subtotal</b>			<b>\$76.98</b>
AQM Indirect Cost Rate	26.08%	Indirect Cost-AQM	\$20.08
CoCAP (County) Indirect Cost Rate-AQM Division	29.84%	Indirect Cost-CoCAP (County)	\$22.97
<b>Total Cost</b>			<b>\$120.03</b>

A \$120.00 per hour fee will be assessed.

*COMMUNITY AND CLINICAL HEALTH SERVICES*

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

**Community & Clinical Health Services**

Page #	Description	Current Fee 7/1/12	Proposed Fee 7/1/13	Health District Direct & Indirect Costs	County Indirect (included in proposed fee)
1	Day Care Facility Employee Training	\$ 24.00	\$ 45.00	\$ 38.00	\$ 7.00
2	Day Care Facility Employee Re-Issue Certification	\$ 6.00	\$ 8.00	\$ 7.00	\$ 1.00
3	First Offender Sexual Health Class	\$ 87.00	\$ 108.00	\$ 92.00	\$ 16.00
4-b	STD Visit - Low risk	\$ 31.00	\$ 42.00	\$ 36.00	\$ 6.00
4-b	STD Exam - Limited	\$ 53.00	\$ 61.00	\$ 52.00	\$ 9.00
4-b	STD Exam - Extended	\$ 69.00	\$ 79.00	\$ 67.00	\$ 12.00
4-b	STD Exam - Comprehensive	\$ 84.00	\$ 98.00	\$ 83.00	\$ 15.00
5	Tuberculosis Risk Assessment	\$ 26.00	\$ 84.00	\$ 71.00	\$ 13.00
5	Tuberculin Skin Test	\$ 12.00	\$ 19.00	\$ 16.00	\$ 3.00
5	TST Reading	\$ 26.00	\$ 27.00	\$ 23.00	\$ 4.00
5	Chest X-ray review by physician	\$ 14.00	\$ 14.00	\$ 12.00	\$ 2.00
5	Abnormal diagnostic results review	\$ 14.00	\$ 14.00	\$ 12.00	\$ 2.00
5	Abnormal chest X-ray review by physician	\$ 14.00	\$ 14.00	\$ 12.00	\$ 2.00
5	Office Visit - medication start	\$ 72.00	\$ 67.00	\$ 57.00	\$ 10.00
5	Office Visit - medication refill	\$ 19.00	\$ 29.00	\$ 25.00	\$ 4.00
5	Office Visit - (10)	\$ 14.00	\$ 14.00	\$ 12.00	\$ 2.00
5	Office Visit - (20)	\$ -	\$ 24.00	\$ 20.00	\$ 4.00
5	Office Visit - DOT (10)	\$ 12.00	\$ 12.00	\$ 10.00	\$ 2.00
5	Office Visit - DOT (15)	\$ 17.00	\$ 17.00	\$ 14.00	\$ 3.00
5	Home Visit Services - (M-F)	\$ 48.00	\$ 47.00	\$ 40.00	\$ 7.00
5	Home Visit Services - (S-S & Holiday)	\$ 48.00	\$ 47.00	\$ 40.00	\$ 7.00
5	Home Visit Services - New patient/limited	\$ 41.00	\$ 42.00	\$ 36.00	\$ 6.00
5	Home Visit Services - New patient/extended	\$ 128.00	\$ 127.00	\$ 108.00	\$ 19.00
5	AFB Collection Education	\$ 24.00	\$ 24.00		\$ 4.00
8	New Patient Visit - APN	\$ 33.00	\$ 38.00	\$ 32.00	\$ 6.00
8	New Patient Visit - RN	\$ 29.00	\$ 35.00	\$ 30.00	\$ 5.00
8	New Patient Visit - WHC	\$ 34.00	\$ 44.00	\$ 38.00	\$ 6.00
8	Established Patient Visit - Level I-APN	\$ 23.00	\$ 20.00	\$ 17.00	\$ 3.00
8	Established Patient Visit - Level I-RN	\$ 20.00	\$ 27.00	\$ 23.00	\$ 4.00
8	Established Patient Visit - Level II	\$ 34.00	\$ 30.00	\$ 26.00	\$ 4.00
8	Established Patient Visit - Level III	\$ -	\$ 37.00	\$ 32.00	\$ 5.00
8	Established Patient Visit - Level IV	\$ -	\$ 50.00	\$ 43.00	\$ 7.00
8	Established Patient Visit - Level V	\$ -	\$ 71.00	\$ 61.00	\$ 10.00
8	Initial Comprehensive Preventative Med (age 12-17)	\$ 53.00	\$ 65.00	\$ 55.00	\$ 10.00
8	Initial Comprehensive Preventative Med (age 18-39)	\$ 47.00	\$ 58.00	\$ 49.00	\$ 9.00
8	Initial Comprehensive Preventative Med (age 40-64)	\$ 47.00	\$ 58.00	\$ 49.00	\$ 9.00
8	Periodic Comprehensive Preventative Med (age 12-17)	\$ 34.00	\$ 44.00	\$ 38.00	\$ 6.00
8	Periodic Comprehensive Preventative Med (age 18-39)	\$ 29.00	\$ 37.00	\$ 32.00	\$ 5.00
8	Periodic Comprehensive Preventative Med (age 40-64)	\$ 29.00	\$ 37.00	\$ 32.00	\$ 5.00
8	Counseling Code - APN (15-25 min)	\$ 40.00	\$ 50.00	\$ 43.00	\$ 7.00
8	Counseling Code - RN (15-25 min)	\$ 33.00	\$ 42.00	\$ 36.00	\$ 6.00
8	Counseling Code - APN (30-40 min)	\$ 57.00	\$ 71.00	\$ 61.00	\$ 10.00
8	Counseling Code - RN (30-40 min)	\$ 47.00	\$ 58.00	\$ 49.00	\$ 9.00
8	Counseling Code - APN (45-55 min)	\$ 75.00	\$ 91.00	\$ 77.00	\$ 14.00
8	Counseling Code - RN (45-55 min)	\$ 60.00	\$ 73.00	\$ 62.00	\$ 11.00
8	Counseling Code - RN (60 min or longer)	\$ 64.00	\$ 78.00	\$ 66.00	\$ 12.00
9	Vasectomy Counseling	\$ 78.00	\$ 93.00	\$ 79.00	\$ 14.00
9	Procedure/treatment Recheck	\$ 10.00	\$ 16.00	\$ 14.00	\$ 2.00
9	Courtesy Visit	\$ -	\$ -	\$ -	\$ -
9	MD Visit	\$ 52.00	\$ 73.00	\$ 62.00	\$ 11.00
9	MD Visit-Extended	\$ 94.00	\$ 101.00	\$ 86.00	\$ 15.00
9	Contraceptive Implant Insertion (Nexplanon)	\$ 44.00	\$ 56.00	\$ 48.00	\$ 8.00
9	Contraceptive Implant Removal (Nexplanon)	\$ 27.00	\$ 36.00	\$ 31.00	\$ 5.00
9	Contraceptive Implant Removal with Reinsertion (Nexplanon)	\$ 44.00	\$ 56.00	\$ 48.00	\$ 8.00
9	IUD Removal	\$ 29.00	\$ 37.00	\$ 32.00	\$ 5.00
9	IUD Insert - Paragard	\$ 55.00	\$ 56.00	\$ 49.00	\$ 7.00
9	Wart Treatment	\$ 29.00	\$ 37.00	\$ 32.00	\$ 5.00

**DAYCARE FACILITY EMPLOYEE TRAINING**  
(Infection Disease Class)

The daycare facility employees training fee is based upon the cost of staff and materials needed to provide a class on infectious diseases. Classes are held quarterly; a minimum of 20 students must be enrolled to conduct a class to help ensure a 15 student minimum attendance (based on the historical 19.7% no-show rate). The maximum enrollment is 25 students.

The average time spent by a Public Health Nurse II (PHN) on program development and class presentation activities is 6 hours. Activities include responding to student calls, evaluations, post-tests, storing materials, preparing class packet materials, registration verification, student check in, class instruction, respond to student inquiries and storing of materials. The average time spent by a Registered Environmental Health Specialist on program development specific to food handling issues and class presentation activities is 4 hours. The average time spent by an Office Assistant II to field questions, enroll participants, process payments and prepare certificates of completion is 3 hours per session.

The hourly salary for a PHN II, including fringe benefits, is	\$53.85
The hourly salary for a Registered Environmental Health Specialist, including fringe benefits is	\$51.32
The hourly salary, including fringe benefits, for an Office Assistant II is	\$34.07

The computation of the per participant fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
PHN II	\$53.85	6.000	\$323.10
Registered Environmental Health Specialist	\$51.32	4.000	\$205.28
Office Assistant II	\$34.07	3.000	\$102.21
Subtotal			\$630.59
CCHS Indirect Cost Rate	15.72%	Indirect Cost - CCHS	\$66.86
EHS Indirect Cost Rate	21.13%	Indirect Cost - EHS	\$43.38
CoCAP (County) Indirect Cost Rate-CCHS Division	20.38%	Indirect Cost - Washoe County-CCHS	\$86.68
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%	Indirect Cost - Washoe County-EHS	\$58.85
Total Personnel Cost			\$886.36
Personnel/per participant <i>(based on 20 student minimum)</i>			\$44.32
Direct Supply Cost			\$ 0.76
<b>Per participant cost</b>			<b>\$45.08</b>

The per participant fee for the Daycare Facility Employee Training is \$45.00

Revenue breakdown:

EHS: 172400-460570	\$	15.00	\$15.38
CCHS: 171104-460570	\$	30.00	\$29.70

## FIRST OFFENDER SEXUAL HEALTH CLASS

The First Offender Sexual Health Class (FOSHP) is a charge for service based upon the cost of staff, materials, and testing needed to provide a class on HIV, STDs, and the associated risk related to prostitution and drug related offenses, as deemed necessary by the court system. Classes are held as participants present to the Sexual Health Program Coordinator for a hybrid self-study course.

The average time spent by the Sexual Health Program Coordinator to facilitate a self-study course is one (1) hour, 30 minutes per participant. The activities performed by the Sexual Health Program Coordinator are: scheduling participants for pre and post-study risk activities, individual risk assessment, preparation of materials depending on individual risk, provision and overview of program materials for self-study, post-study assessment, and preparation of letters of completion.

The hourly salary for a Program Coordinator, including fringe benefits, is \$47.08

The average time spend by the Office Assistant II to register, check-out class participants and collect the fee is 15 minutes.

The hourly salary, including fringe benefits, for an Office Assistant II is \$34.07

The computation of the per participant fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Program Coordinator	\$47.08	1.500	\$70.62
Office Assistant II	\$34.07	0.250	\$8.52
		<b>Subtotal</b>	<b>\$79.14</b>
CCHS Indirect Cost Rate:	15.72%	Indirect Cost	\$12.44
		Indirect Cost - Washoe County-CCHS	\$16.13
CoCAP (County) Indirect Cost Rate-CCHS Division	20.38%	<b>Total Cost</b>	<b>\$107.71</b>

The per participant fee for the First Offender Sexual Health Class is \$108.00

### STD CLINIC FEE SCHEDULE

Personnel (hourly cost)			Direct Supplies \$0.82	Indirect Cost Rate	
DIS / PHN II \$53.85	Office Assistant II \$34.07	HEII \$49.07		CCHS 15.72%	CoCAP 20.38%

Visit Category	(exam) DIS/PHN II # of Hours / cost	(follow-up) DIS/PHN II # of Hours / cost	(low-risk visit) HEII # of Hours / cost	(exam) OAI # of Hours / cost	Indirect Cost- CCHS	Indirect Cost- CoCAP	Supply Cost	Total Cost	Client Cost
<b>STD Visit - Low Risk</b>	0.250	0.109	0.012	0.333					
(15 min./7.25 min. f/u)	\$13.46	\$5.86	\$0.59	\$11.35	\$4.82	\$6.37	\$0.82	\$42.46	\$42
<b>STD exam - Limited</b>	0.500	0.121	0.000	0.333					
(30 min. / 7.25 min. f/u)	\$26.93	\$6.52	\$0.00	\$11.35	\$7.04	\$9.13	\$0.82	\$60.95	\$61
<b>STD exam - Extended</b>	0.750	0.121	0.000	0.333					
(45 min. / 7.25 min. f/u)	\$40.39	\$6.52	\$0.00	\$11.35	\$9.16	\$11.87	\$0.82	\$79.28	\$79
<b>STD exam - Comprehensive</b>	1.000	0.121	0.000	0.333					
(60 min. / 7.25 min. f/u)	\$53.85	\$6.52	\$0.00	\$11.35	\$11.27	\$14.61	\$0.82	\$97.60	\$98

### SLIDING SCALE FEE SCHEDULE

Code	0-100%	101%-150%	151%-200%	201-250%	Over 250%
	Of Poverty Scale				
STD Visit - Low risk	\$ -	\$11	\$21	\$32	\$42
STD exam - Limited	\$ -	\$15	\$30	\$46	\$61
STD exam - Extended	\$ -	\$20	\$40	\$59	\$79
STD exam - Comprehensive	\$ -	\$24	\$49	\$73	\$98
	0%	25%	50%	75%	100%

## Tuberculosis Prevention & Control Program

The Tuberculosis Prevention and Control Program fees are based upon the cost of staff, ancillary services (lab and radiology) and medication. Diagnostic and treatment services are calculated below. TB Services are provided by a mix of employees, see weighted amounts below.

The hourly salary, including fringe benefits, for a Public Health Nurse II is \$ 53.85  
 The hourly salary, including fringe benefits, for an Intermittent Public Health Nurse II is \$ 32.85  
 The hourly salary, including fringe benefits, for an Intermittent Registered Nurse is \$ 26.12  
 The hourly salary, including fringe benefits, for a Public Health Nurse Supervisor is \$ 59.85

The blended hourly rate of 25.88% Intermittent RN; 10.60% Intermittent PHN;  
 62.41% PHN II; & 1.11% Public Health Nursing Supervisor is \$ 44.51

The hourly salary, including fringe benefits, for an Office Assistant II is \$ 34.07  
 The indirect cost rate for CCHS is 15.72%  
 The CoCAP indirect cost rate for CCHS is 20.38%

Visit / Service Category	PHN # of hrs/ cost	OA II # of hrs/ cost	Indirect cost- CCHS	Indirect cost- CoCAP	Total Cost	Client Fee
TB Risk Assessment	1.000	0.5	\$ 9.68	\$ 12.54	\$ 83.77	\$84
Tuberculin Skin Test (placement & subsequent evaluation)	0.250	0.083	\$ 2.19	\$ 2.84	\$ 18.99	\$19
TST Reading	0.416	0.033	\$ 3.09	\$ 4.00	\$ 26.73	\$27
Chest X-Ray review by physician	0.167	0.083	\$ 1.61	\$ 2.09	\$ 13.97	\$14
Abnormal diagnostic results review	0.167	0.083	\$ 1.61	\$ 2.09	\$ 13.97	\$14
Abnormal chest X-ray review by physician	0.167	0.083	\$ 1.61	\$ 2.09	\$ 13.97	\$14
Office Visit - Medication Start	1.038	0.083	\$ 7.70	\$ 9.99	\$ 66.70	\$67
Office Visit - Medication Refill	0.416	0.083	\$ 3.36	\$ 4.35	\$ 29.05	\$29
Office Visit - (10)	0.167	0.083	\$ 1.61	\$ 2.09	\$ 13.97	\$14
Office Visit - (20)	0.333	0.083	\$ 2.77	\$ 3.60	\$ 24.02	\$24
Office Visit - DOT* (10)	0.167	0.033	\$ 1.35	\$ 1.74	\$ 11.65	\$12
Office Visit - DOT* (15)	0.250	0.033	\$ 1.93	\$ 2.50	\$ 16.68	\$17
Home Visit Services - DOT (M-F)	0.747	0.038	\$ 5.43	\$ 7.04	\$ 47.02	\$47
Home Visit Services - DOT (S-S & Holiday)	0.747	0.038	\$ 5.43	\$ 7.04	\$ 47.02	\$47
Home Visit Services - New patient/limited evaluation	0.500	0.250	\$ 4.84	\$ 6.27	\$ 41.88	\$42
Home Visit Services - New patient/extended evaluation	1.905	0.250	\$ 14.67	\$ 19.02	\$ 127.00	\$127
AFB Collection Education	0.333	0.083	\$ 2.77	\$ 3.60	\$ 24.02	\$24

\* DOT = Directly Observed Therapy



742 to be expired

**FAMILY PLANNING CLINIC FEE SCHEDULE**

APN	Personnel (hourly cost)					Indirect Cost Rate		Direct Supply Cost Common	Direct Supply Cost Particular	Total Cost	Client Fee	
	PHN Supervisor	Nursing Combo	MD Visit	CHA	Office Assistant	CCHS	CoCAP					
	\$59.85	\$59.85	\$45.53	\$250.00	\$34.07	\$34.07	15.72%	20.38%	\$0.94			as listed
Visit / Service Category	APN # of hr Cost	PHN Supv # of hrs Cost	Nursing Combo # of Hrs	MD # of hrs Cost	CHA # of hrs Cost	OA # of hrs Cost	Indirect Cost-HD	Indirect Cost-Cnty	Common Supply Cos	Particular Supply Cost	Total Cost	Client Fee
New patient visit - APN	0.167 \$9.99			0.250 \$8.52	0.250 \$8.52		\$4.25	\$5.51	\$0.94	\$0.00	\$37.73	\$38
New patient visit - RN			0.170 \$7.74	0.250 \$8.52	0.250 \$8.52		\$3.89	\$5.05	\$0.94	\$0.00	\$34.66	\$35
New patient visit Women's Health Connection	0.333 \$19.93			0.167 \$5.69	0.167 \$5.69		\$4.92	\$6.38	\$0.94	\$0.00	\$43.55	\$44
Established patient visit - Level I-APN	0.083 \$4.97			0.133 \$4.53	0.133 \$4.53		\$2.21	\$2.86	\$0.94	\$0.00	\$20.04	\$20
Established patient visit - Level I-RN			0.167 \$7.60	0.167 \$5.69	0.167 \$5.69		\$2.98	\$3.87	\$0.94	\$0.00	\$26.78	\$27
Established patient visit - Level II	0.167 \$9.99			0.167 \$5.69	0.167 \$5.69		\$3.36	\$4.36	\$0.94	\$0.00	\$30.03	\$30
Established patient visit - Level III	0.250 \$14.96			0.167 \$5.69	0.167 \$5.69		\$4.14	\$5.37	\$0.94	\$0.00	\$36.79	\$37
Established patient visit - Level IV	0.417 \$24.96			0.167 \$5.69	0.167 \$5.69		\$5.71	\$7.41	\$0.94	\$0.00	\$50.39	\$50
Established patient visit - Level V	0.667 \$39.92			0.167 \$5.69	0.167 \$5.69		\$8.06	\$10.45	\$0.94	\$0.00	\$70.76	\$71
Initial Comprehensive Preventative Medicine (age 12-17) (30 minute visit)	0.500 \$29.93			0.250 \$8.52	0.250 \$8.52		\$7.38	\$9.57	\$0.94	\$0.00	\$64.85	\$65
Initial Comprehensive Preventative Medicine (age 18-39) (25 minute visit)	0.417 \$24.96			0.250 \$8.52	0.250 \$8.52		\$6.60	\$8.56	\$0.94	\$0.00	\$58.09	\$58
Initial Comprehensive Preventative Medicine (age 40-64) (25 minute visit)	0.417 \$24.96			0.250 \$8.52	0.250 \$8.52		\$6.60	\$8.56	\$0.94	\$0.00	\$58.09	\$58
Periodic Comprehensive Preventative Medicine (age 12-17) (20 minute visit)	0.333 \$19.93			0.167 \$5.69	0.167 \$5.69		\$4.92	\$6.38	\$0.94	\$0.00	\$43.55	\$44
Periodic Comprehensive Preventative Medicine (age 18-39) (15 minute visit)	0.250 \$14.96			0.167 \$5.69	0.167 \$5.69		\$4.14	\$5.37	\$0.94	\$0.00	\$36.79	\$37
Periodic Comprehensive Preventative Medicine (age 40-64) (15 minute visit)	0.250 \$14.96			0.167 \$5.69	0.167 \$5.69		\$4.14	\$5.37	\$0.94	\$0.00	\$36.79	\$37
Counseling Code (APN) 15-25 minutes	0.417 \$24.96			0.167 \$5.69	0.167 \$5.69		\$5.71	\$7.41	\$0.94	\$0.00	\$50.39	\$50
Counseling Code (RN) 15-25 minutes			0.417 \$18.99	0.167 \$5.69	0.167 \$5.69		\$4.77	\$6.19	\$0.94	\$0.00	\$42.27	\$42
Counseling Code (APN) 30-40 minutes	0.667 \$39.92			0.167 \$5.69	0.167 \$5.69		\$8.06	\$10.45	\$0.94	\$0.00	\$70.76	\$71
Counseling Code (RN) 30-40 minutes			0.667 \$30.37	0.167 \$5.69	0.167 \$5.69		\$6.56	\$8.51	\$0.94	\$0.00	\$57.76	\$58
Counseling Code (APN) 45-55 minutes	0.917 \$54.88			0.167 \$5.69	0.167 \$5.69		\$10.42	\$13.50	\$0.94	\$0.00	\$91.12	\$91
Counseling Code (RN) 45-55 minutes			0.917 \$41.75	0.167 \$5.69	0.167 \$5.69		\$8.35	\$10.83	\$0.94	\$0.00	\$73.25	\$73
Counseling Code (RN) 60 minutes or longer			1.000 \$45.53	0.167 \$5.69	0.167 \$5.69		\$8.95	\$11.60	\$0.94	\$0.00	\$78.40	\$78

**FAMILY PLANNING CLINIC FEE SCHEDULE  
SLIDING SCALE FEE SCHEDULE**

Service Category	Of Poverty Scale				
	0-100%	101%-150%	151%-200%	201-250%	Over 250%
New Patient Visit - APN	\$ -	\$ 9	\$ 19	\$ 28	\$ 38
New Patient Visit - RN	\$ -	\$ 9	\$ 17	\$ 26	\$ 35
Established Patient Visit - APN	\$ -	\$ 5	\$ 10	\$ 15	\$ 20
Established Patient Visit - RN	\$ -	\$ 7	\$ 13	\$ 20	\$ 27
Established Patient Visit (WHC)	\$ -	\$ 8	\$ 15	\$ 23	\$ 30
New Patient Visit (WHC)	\$ -	\$ 11	\$ 22	\$ 33	\$ 44
Initial Comp Prev Med (age 12-17)	\$ -	\$ 16	\$ 32	\$ 49	\$ 65
Initial Comp Prev Med (age 18-39)	\$ -	\$ 15	\$ 29	\$ 44	\$ 58
Initial Comp Prev Med (age 40-64)	\$ -	\$ 15	\$ 29	\$ 44	\$ 58
Periodic Comp Prev Med (age 12-17)	\$ -	\$ 11	\$ 22	\$ 33	\$ 44
Periodic Comp Prev Med (age 18-39)	\$ -	\$ 9	\$ 18	\$ 28	\$ 37
Periodic Comp Prev Med (age 40-64)	\$ -	\$ 9	\$ 18	\$ 28	\$ 37
Counseling Code - APN (15-25 min)	\$ -	\$ 13	\$ 25	\$ 38	\$ 50
Counseling Code - RN (15-25 min)	\$ -	\$ 11	\$ 21	\$ 32	\$ 42
Counseling Code - APN (30-40 min)	\$ -	\$ 18	\$ 35	\$ 53	\$ 71
Counseling Code - RN (30-40 min)	\$ -	\$ 14	\$ 29	\$ 43	\$ 58
Counseling Code - APN (45-55 min)	\$ -	\$ 23	\$ 46	\$ 68	\$ 91
Counseling Code - RN (45-55 min)	\$ -	\$ 18	\$ 37	\$ 55	\$ 73
Counseling Code - RN (60 min or longer)	\$ -	\$ 20	\$ 39	\$ 59	\$ 78
Vasectomy Counseling	\$ -	\$ 23	\$ 47	\$ 70	\$ 93
Procedure/treatment Recheck	\$ -	\$ 4	\$ 8	\$ 12	\$ 16
Courtesy Visit	\$ -	\$ -	\$ -	\$ -	\$ -
MD Visit	\$ -	\$ 18	\$ 37	\$ 55	\$ 73
MD Visit-Extended	\$ -	\$ 25	\$ 51	\$ 76	\$ 101
Depo Shot Administration	\$ -	\$ 3	\$ 7	\$ 10	\$ 13
Contraceptive Implant Removal	\$ -	\$ 9	\$ 18	\$ 27	\$ 36
IUD Removal	\$ -	\$ 9	\$ 18	\$ 28	\$ 37
IUD Insert - Paragard	\$ -	\$ 14	\$ 28	\$ 42	\$ 56
Wart Treatment	\$ -	\$ 9	\$ 18	\$ 28	\$ 37
IUD Insert - Mirena (private)	\$ -	\$ 14	\$ 28	\$ 42	\$ 56
IUD Insert - Mirena (ARCH Foundation)	\$ -	\$ 14	\$ 28	\$ 42	\$ 56
	0%	25%	50%	75%	100%

# IMMUNIZATION CLINIC FEE SCHEDULE

Nursing	Office Assistant II	Services and Supplies	Indirect Cost Rate	
			CCHS	CoCAP
\$36.98	\$34.07	\$0.70	15.72%	20.38%

Category	Nursing # of hrs/cost	Clerical # of hours/cost	Indirect	Cost of Vaccine	Supply Cost	Total Cost	Current Fee	Proposed Fee	Amount of Change
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## VFC Eligible

Routine Child Immunization (per shot)	0.200	0.233								
	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ -	\$ 0.70	\$ 21.58	\$ 22	\$ 22	\$ -

VFC State-supplied vaccine: DT, DTaP, HBV, Hib, MMR, MMRV, Pediarix, Polio, Td, TDaP, Varivax, Hep A, Prevnar, and may include Pediatric Influenza and/or Flumist  
 The maximum administration charge for Nevada is \$22.57.

VFC eligible clients receive services based on a sliding fee scale as outlined below

0-100%	101%-150%	151%-200%	201-250%	Over 250%
Of Poverty Scale				
\$0.00	\$5.50	\$11.00	\$16.50	\$22.00
0%	25%	50%	75%	100%

## Non VFC Eligible

	0.200	0.233								
CV13 - Pneumococcal 13-valent (Prevnar to age 5)	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 120.95	\$ 0.70	\$ 142.53	\$ 129	\$ 143	\$ 14
RV - Rotarix (6-32 weeks)	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 83.75	\$ 0.70	\$ 105.33	\$ 104	\$ 105	\$ 1
RV - Rotateq (6-32 weeks)	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 72.34	\$ 0.70	\$ 93.92	\$ 90	\$ 94	\$ 4
IAV - Hepatitis A (age 1-18)	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 13.25	\$ 0.70	\$ 34.83	\$ 33	\$ 35	\$ 2
IBV - Hepatitis B (child - through 19)	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 10.25	\$ 0.70	\$ 31.83	\$ 30	\$ 32	\$ 2
DTaP - Daptacel	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 25.29	\$ 0.70	\$ 46.87	\$ 44	\$ 47	\$ 3
DTaP - Infanrix	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 14.35	\$ 0.70	\$ 35.93	\$ 35	\$ 36	\$ 1
DTaP-HBV-IPV - Pediarix	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 49.75	\$ 0.70	\$ 71.33	\$ 70	\$ 71	\$ 1
DTaP-IPV - Kinrix	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 32.75	\$ 0.70	\$ 54.33	\$ 53	\$ 54	\$ 1
DTaP-Hib-IPV - Pentacel	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 80.43	\$ 0.70	\$ 102.01	\$ 96	\$ 102	\$ 6
IAV - Hepatitis A - (Havrix adult)	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 21.59	\$ 0.70	\$ 43.17	\$ 42	\$ 43	\$ 1
IAV-HBV - Hepatitis A-Hepatitis B (Twinrix adult only)	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 43.50	\$ 0.70	\$ 65.08	\$ 64	\$ 65	\$ 1
IBIG - Hepatitis B Immune Globulin (per cc)	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 100.68	\$ 0.70	\$ 122.26	\$ 136	\$ 122	\$ (14)
HBV - Hepatitis B (Engerix-B adult only)	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 28.00	\$ 0.70	\$ 49.58	\$ 48	\$ 50	\$ 2
IPV - PedvaxHIB	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 22.77	\$ 0.70	\$ 44.35	\$ 43	\$ 44	\$ 1
IPV - ActHIB	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 25.47	\$ 0.70	\$ 47.05	\$ 44	\$ 47	\$ 3
IPV - Human Papillomavirus (Gardasil age 9-26)	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 130.27	\$ 0.70	\$ 151.85	\$ 150	\$ 152	\$ 2
IG - Immune Globulin	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 14.90	\$ 0.70	\$ 36.48	\$ 38	\$ 36	\$ (2)
Influenza - Intranasal (age 2-49)	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 24.50	\$ 0.70	\$ 46.08	\$ 46	\$ 46	\$ 0
Influenza (age 3 & older)	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 10.69	\$ 0.70	\$ 32.27	\$ 28	\$ 28	\$ -
Influenza (age 18 & older)	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 10.69	\$ 0.70	\$ 32.27	\$ 28	\$ 28	\$ -
Influenza - Pediatric P-Free (6-35 months)	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 14.56	\$ 0.70	\$ 36.14	\$ 36	\$ 36	\$ 0
Influenza - Intradermal	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 16.14	\$ 0.70	\$ 37.72	\$ 38	\$ 38	\$ (0)
IPV - Polio (Ipol)	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 26.66	\$ 0.70	\$ 48.24	\$ 45	\$ 48	\$ 3
MCV - Meningococcal (Menactra age 11-55)	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 109.66	\$ 0.70	\$ 131.24	\$ 124	\$ 131	\$ 7
MR - Measles-Mumps-Rubella - MMR-II	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 52.07	\$ 0.70	\$ 73.65	\$ 69	\$ 74	\$ 5
MRV - Proquad	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 128.90	\$ 0.70	\$ 150.48	\$ 149	\$ 150	\$ 1
PSV - Meningococcal (Menomune age 3 & older)	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 116.34	\$ 0.70	\$ 137.92	\$ 124	\$ 138	\$ 14
PV-23 - Pneumococcal (Pneumovax age 2 & older)	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 61.94	\$ 0.70	\$ 83.52	\$ 70	\$ 70	\$ -
DT - Tetanus-Diphtheria - Decavac	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 19.78	\$ 0.70	\$ 41.36	\$ 40	\$ 41	\$ 1
DTaP - Tetanus, Diphtheria & Acellular Pertussis (Daptacel age 11-64)	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 39.93	\$ 0.70	\$ 61.51	\$ 58	\$ 62	\$ 4
DTaP - Tetanus, Diphtheria & Acellular Pertussis (Boostrix age 10-64)	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 37.55	\$ 0.70	\$ 59.13	\$ 46	\$ 59	\$ 13
RV - Varicella (Varivax)	\$ 7.40	\$ 7.95	\$ 2.41	\$ 3.13	\$ 87.10	\$ 0.70	\$ 108.68	\$ 101	\$ 109	\$ 8

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

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

## PHARMACEUTICAL FEE SCHEDULE

Prescription medications and non-prescription medications are provided to clients seen in Family Planning, Teen Health Mail, Sexually Transmitted Disease Clinic and Tuberculosis Prevention & Control Clinic. Charges are based upon actual cost and are typically provided in conjunction with other services, which are charged separately.

Client fees for pharmaceuticals and non-prescription medications are based on the actual charge to the Health Department. Sliding scale discounts are applied as determined by the client's financial record. Charges reflect the current schedule and will be adjusted on a regular basis to match increases/decreases by suppliers.

	Pharmaceutical Cost / Client Fee
Acyclovir 200mg	\$ 0.04
Acyclovir 400mg	\$ 0.02
Amikacin 50mg	\$ 23.49
Amikacin 250mg	\$ 67.79
Amoxicillin 250mg	\$ 0.01
Amoxicillin 500mg	\$ 0.03
Azithromycin 500mg	\$ 0.16
Bicillin 2.4 m.u.	\$ 0.76
Capreomycin 1gm	\$ 17.73
Ceftriaxone 250mg / 125mg	\$ 0.31
Cephalexin 250mg	\$ 0.01
Cipro 100mg	\$ 1.41
Cipro 250mg	\$ 0.03
Cipro 500mg	\$ 0.04
Cipro 750mg	\$ 0.05
Clindamycin 300mg #14	\$ 0.10
Clindamycin Phosphate Vaginal Cream 2%	\$ 5.32
Clofazimine 50mg	\$ -
Clotrimazole/Mycelex 7 -45gr	\$ 1.77
Clotrimazole 15gm	\$ 2.26
Conceptrol Gel/Suppositories	\$ 1.14
Cycloserine 250mg	\$ 7.36
Depo-Provera	\$ 17.92
Diflucan/Fluconazole 150mg	\$ 0.02
Diphenhydramine HCL 25mg	\$ 0.03
Double antibiotic ointment	\$ 2.21
Doxycycline 100mg	\$ 0.02
Erythromycin 500mg	\$ 0.99
Ethambutol 100mg	\$ 0.12
Ethambutol 400mg (Myambutol 400mg?)	\$ 0.29
Ethionamide 250mg	\$ 1.98
Ferrous Sequels	\$ 0.17
Gatifloxacin 400mg	\$ 20.42
Hydrocortisone cream	\$ 0.69
Ibuprofen	\$ 0.02
Isoniazid 50mg (Ped. Formulation)	\$ 3.35
Isoniazid 100mg	\$ 0.02
Isoniazid 150mg	\$ 0.07
Isoniazid 250mg	\$ 0.21
Isoniazid 300mg	\$ 0.07
IUD (Mirena-Foundation)	\$ -
IUD (Mirena-PVT)	\$ 296.89
IUD (Paragard)	\$ 195.22

*ENVIRONMENTAL HEALTH SERVICES*

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

**Environmental Health Services**

Page #	Description	Current Fee	Proposed Fee 7/1/13	Health District Direct & Indirect Costs	County Indirect (Included In proposed fee)
1	Information Technology (IT) Overlay	\$ 14.00	\$ 4.00	\$ 4.00	\$ -
<b>Development Review</b>					
2	Change of Land Use	\$ 164.00	\$ 209.00	\$ 170.00	\$ 39.00
3	Minor/Major Special Use Permit Review/Development Agreement	\$ 219.00	\$ 285.00	\$ 231.00	\$ 54.00
4	Parcel Map Review - Sewer Available	\$ 293.00	\$ 386.00	\$ 313.00	\$ 73.00
4	Parcel Map Review - Sewer Not Available	\$ 671.00	\$ 905.00	\$ 733.00	\$ 172.00
5	Special Use Permit Conditions Inspection	calculated/	calculated/		28.67%
6	Tentative Subdivision Review - Sewer Available	\$ 329.00	\$ 436.00	\$ 353.00	\$ 83.00
6	Tentative Subdivision Review - Sewer Not Available	\$ 908.00	\$ 1,186.00	\$ 960.00	\$ 226.00
6	Amended or Lapsed Subdivision - Sewer Available	\$ 329.00	\$ 436.00	\$ 353.00	\$ 83.00
6	Amended or Lapsed Subdivision - Sewer Not Available	\$ 908.00	\$ 1,186.00	\$ 960.00	\$ 226.00
7	Final Map Review	\$ 219.00	\$ 285.00	\$ 231.00	\$ 54.00
8	Community Development Application Review	\$ 72.00	\$ 82.00	\$ 67.00	\$ 15.00
<b>Construction Plan Review</b>					
9	Food Service Establishment Construction-Quick Start	\$ 30.00	\$ 42.00	\$ 35.00	\$ 7.00
	Food Service Establishment Construction-Plan Review				
10		'Base Fee' \$ 121.00	\$ 139.00	\$ 113.00	\$ 26.00
10-a	Project less than 1,000 square feet	\$ 117.00	\$ 152.00	\$ 124.00	\$ 28.00
10-a	Project 1,000 to 2,999 square feet	\$ 163.00	\$ 210.00	\$ 171.00	\$ 39.00
10-a	Project 3,000 or greater square feet	\$ 239.00	\$ 306.00	\$ 248.00	\$ 58.00
11	Food Service Establishment Construction Remodel Plan Review-'Base Fee'	\$ 121.00	\$ 139.00	\$ 113.00	\$ 26.00
11-a	Food Service Establishment Construction Remodel Plan Review	\$ 102.00	\$ 133.00	\$ 108.00	\$ 25.00
12	Facility Construction Revised Plan Review-Land Dev. Group	\$ 135.00	\$ 165.00	\$ 134.00	\$ 31.00
13	Facility Construction Revised Plan Review-Facility	\$ 113.00	\$ 134.00	\$ 109.00	\$ 25.00
14	Hotel/Motel Plan Review - Engineering	\$ 161.00	\$ 206.00	\$ 167.00	\$ 39.00
15	Hotel/Motel Plan Review - Base Rate-Environmental	\$ 73.00	\$ 85.00	\$ 70.00	\$ 15.00
15	Hotel/Motel Plan Review - Per Room Charge-Environmental	\$ 5.00	\$ 7.00	\$ 6.00	\$ 1.00
16	Mobile Home/Recreational Vehicle Park Plan Review	\$ 345.00	\$ 459.00	\$ 372.00	\$ 87.00
17	Recreational Vehicle Dump Station Permit to Construct	\$ 161.00	\$ 206.00	\$ 167.00	\$ 39.00
18	General Environmental Health Services Construction Plan Review-Land Dev.	\$ 109.00	\$ 133.00	\$ 108.00	\$ 25.00
19	Sewage Disposal - On Site Construction Permit (per/bldg)	\$ 572.00	\$ 765.00	\$ 619.00	\$ 146.00
20	Sewage Disposal - On Site Abandonment Permit	\$ 188.00	\$ 233.00	\$ 189.00	\$ 44.00
21	Sewage Disposal - On Site System Advisory Inspection	\$ 157.00	\$ 193.00	\$ 157.00	\$ 36.00
22	Sewage Disposal - On Site Re-inspection (Sewage)	\$ 103.00	\$ 125.00	\$ 102.00	\$ 23.00
22	Sewage Disposal - On Site Re-inspection (Wells)	\$ 103.00	\$ 125.00	\$ 102.00	\$ 23.00
22	Sewage Disposal - On Site Re-inspection (VA/FHA)	\$ 73.00	\$ 85.00	\$ 70.00	\$ 15.00
23	Sewage Disposal - On Site Plan Review Only	\$ 188.00	\$ 233.00	\$ 189.00	\$ 44.00
24	Water Treatment Plant Construction Permit and Inspections >1000 Connections	\$ 1,527.00	\$ 2,082.00	\$ 1,684.00	\$ 398.00
24	Water Treatment Plant Construction Permit and Inspections <1000 Connections	\$ 417.00	\$ 565.00	\$ 458.00	\$ 107.00
25	Swimming Pool or Spa Construction Plan Review	\$ 491.00	\$ 638.00	\$ 517.00	\$ 121.00
26	Swimming Pool or Spa Remodel Plan Review	\$ 195.00	\$ 245.00	\$ 199.00	\$ 46.00
27	Swimming Pool or Spa Construction Reinspection	\$ 128.00	\$ 156.00	\$ 127.00	\$ 29.00
28	Water System Const. Plan Review - New Facility Community	\$ 396.00	\$ 528.00	\$ 428.00	\$ 100.00
28	Water System Const. Plan Review - New Facility Non-Community	\$ 249.00	\$ 326.00	\$ 264.00	\$ 62.00
29	Water System Expansion or Modification - Community	\$ 267.00	\$ 351.00	\$ 285.00	\$ 66.00
29	Water System Expansion or Modification - Non-Community	\$ 175.00	\$ 212.00	\$ 172.00	\$ 40.00
30	Water Well Abandonment Permit	\$ 259.00	\$ 320.00	\$ 260.00	\$ 60.00
30	Water Well Construction Permit	\$ 318.00	\$ 397.00	\$ 322.00	\$ 75.00
30-a	New Replacement Well Construction/Abandonment of Existing Well	\$ 377.00	\$ 474.00	\$ 384.00	\$ 90.00
22	Water Well Construction Re-Inspection	\$ 103.00	\$ 125.00	\$ 102.00	\$ 23.00
<b>Food Service Establishment Permits</b>					
31	Food Service Establishment-Application	\$ 102.00	\$ 118.00	\$ 96.00	\$ 22.00
32-a	Bakery Permit	\$ 118.00	\$ 139.00	\$ 113.00	\$ 26.00
32-a	Bar Permit	\$ 118.00	\$ 139.00	\$ 113.00	\$ 26.00
32-a	Delicatessen Permit	\$ 133.00	\$ 158.00	\$ 129.00	\$ 29.00

**Environmental Health Services**

Page #	Description	Current Fee	Proposed Fee 7/1/13	Health District Direct & Indirect Costs	County Indirect (included in proposed fee)
<b>Waste Management</b>					
52	Solid Waste System Plan Review	\$ 283.00	\$ 375.00	\$ 304.00	\$ 71.00
53	Waste Release Permit - Grease Trap & Asbestos Release	\$ 40.00	\$ 47.00	\$ 39.00	\$ 8.00
53	Waste Release Permit - Sandoil Separator Release	\$ 49.00	\$ 60.00	\$ 49.00	\$ 11.00
53	Waste Release Permit - Non-Hazardous Special Waste Release	\$ 65.00	\$ 80.00	\$ 65.00	\$ 15.00
53	Waste Release Permit - Each Custody Record	\$ 1.00	\$ 1.00	\$ 1.00	\$ -
53	Waste Release Permit - Each Additional Custody Slip Record	\$ 5.00	\$ 5.00	\$ 5.00	\$ -
54	Non-Standard Industrial Waste Permit	\$ 110.00	\$ 151.00	\$ 123.00	\$ 28.00
55	Garbage Exemptions (A,B,C,D,E)	\$ 120.00	\$ 142.00	\$ 116.00	\$ 26.00
56	Biohazardous Waste Transfer Station Permit	\$ 152.00	\$ 216.00	\$ 175.00	\$ 41.00
57	Biohazardous Waste Treatment Facility Permit	\$ 136.00	\$ 195.00	\$ 158.00	\$ 37.00
58	Biohazardous Waste Transporter Permit	\$ 120.00	\$ 165.00	\$ 134.00	\$ 31.00
59	Biohazardous Waste Generator	\$ 141.00	\$ 211.00	\$ 171.00	\$ 40.00
60	Biosolids Permit	\$ 110.00	\$ 151.00	\$ 123.00	\$ 28.00
61	Waste Tire Management Facility	\$ 168.00	\$ 238.00	\$ 193.00	\$ 45.00
62	Materials Recovery/Recycling Facility Permit (prev. Waste Reduction/Recycling Facility)	\$ 99.00	\$ 155.00	\$ 126.00	\$ 29.00
63	Composting Facility Permit	\$ 173.00	\$ 238.00	\$ 193.00	\$ 45.00
64	Landfill Operations Permit	\$ 779.00	\$ 1,258.00	\$ 1,018.00	\$ 240.00
65	Municipal Solid Waste/Green Waste Transfer Station Permit	\$ 211.00	\$ 286.00	\$ 232.00	\$ 54.00
66	Municipal Solid Waste System Inspection-Extra Hours	\$ 50.00 per hour	\$ 79.00 per hour	\$ 64.00	\$ 15.00
67	Waste Hauler Operations Permit-Domestic	\$ 94.00	\$ 132.00	\$ 108.00	\$ 24.00
67	Waste Hauler Operations Permit-Import	\$ 136.00	\$ 185.00	\$ 150.00	\$ 35.00
68	Waste Tire Hauler Permit-Domestic	\$ 104.00	\$ 125.00	\$ 102.00	\$ 23.00
<b>Miscellaneous</b>					
69	Limited Advisory Inspection	\$ 136.00	\$ 162.00	\$ 132.00	\$ 30.00
69	Limited Advisory Inspection-Non-Standard Hours	\$ 76.00 per hour	\$ 118.00 per hour	\$ 95.00	\$ 23.00
70	Public Accommodations Inspection			\$ -	
	Up to 50 rooms	\$ 115.00	\$ 135.00	\$ 110.00	\$ 25.00
	50 to 100 rooms	\$ 126.00	\$ 149.00	\$ 121.00	\$ 28.00
	101-200 rooms	\$ 181.00	\$ 219.00	\$ 178.00	\$ 41.00
	201-300 rooms	\$ 137.00	\$ 163.00	\$ 133.00	\$ 30.00
	301-500 rooms	\$ 137.00	\$ 163.00	\$ 133.00	\$ 30.00
	501-1000 rooms	\$ 192.00	\$ 235.00	\$ 191.00	\$ 44.00
	More than 1000 rooms	\$ 222.00	\$ 273.00	\$ 221.00	\$ 52.00
71	Invasive Body Decoration Establishment Permit	\$ 113.00	\$ 132.00	\$ 107.00	\$ 25.00
72	Invasive Body Decoration Temporary Permit (w/o wheels)	\$ 93.00	\$ 105.00	\$ 87.00	\$ 18.00
73	Invasive Body Decoration Mobile Permit (w/wheels)	\$ 59.00	\$ 60.00	\$ 50.00	\$ 10.00
74	Hazardous Waste/Materials Spill Response	\$ 128.00	\$ 151.00	\$ 123.00	\$ 28.00
75	Hazardous Waste/Materials Site Assessment/Remediation	\$ 49.00 per hour	\$ 77.00 per hour	\$ 62.00	\$ 15.00
76	Water Sample/Septic Sys Eval/Mortgage Loan-Certification only	\$ 32.00	\$ 32.00	\$ 27.00	\$ 5.00
76	Water Septic System Evaluation Only	\$ 170.00	\$ 208.00	\$ 169.00	\$ 39.00
76	Water Sample/Septic Sys Eval/Sample Evaluation-lab fee only	\$ 112.00	\$ 112.00	\$ 112.00	\$ -
77	Liquid/Oil/Waste Hauler Vehicle Permit	\$ 60.00	\$ 63.00	\$ 52.00	\$ 11.00
<b>Vector Fees</b>					
78	Vector - Construction Plan Review without catch basin	\$ 222.00	\$ 313.00	\$ 254.00	\$ 59.00
78	Vector - Construction Plan Review with catch basin-NEW (broken out)	\$ -	\$ 402.00	\$ 326.00	\$ 76.00
79	Vector - Limited Advisory Review	\$ 59.00	\$ 70.00	\$ 57.00	\$ 13.00
80	Vector - Final Map Review	\$ 103.00	\$ 137.00	\$ 112.00	\$ 25.00
81	Vector - Parcel Map Review (sewer available/not available)	\$ 222.00	\$ 313.00	\$ 254.00	\$ 59.00
82	Vector - Special Use Permit/Site Plan/Major Special Use Permit Review	\$ 103.00	\$ 137.00	\$ 112.00	\$ 25.00
83	Vector - Subdivision Review (tentative map, amended or lapsed)	\$ 163.00	\$ 225.00	\$ 183.00	\$ 42.00
84	Vector - Zoning Map/Master Plan/Major Project/Change of Land Use Plan Review	\$ 73.00	\$ 92.00	\$ 75.00	\$ 17.00
85	Vector - Mobile Home/Recreational Vehicle Park Plan Review	\$ 163.00	\$ 225.00	\$ 183.00	\$ 42.00
86	Vector - Community Development Application Review	\$ 133.00	\$ 181.00	\$ 147.00	\$ 34.00

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



## INFORMATION TECHNOLOGY (IT) OVERLAY FEE

The Information Technology Overlay Fee is charged to all transactions within the Environmental Health Services Division. The revenue from this fee is used to support the costs associated with usage of the Permits Plus, or similar, system. Expenditures related to the maintenance and growth of Permits Plus, or similar, system are funded through this fee.

The computation of the IT Overlay fee is calculated by the number of transactions which includes permits, temporary food permits, institutions, and other transactions divided by the cost of the IT Program. The number of transactions and expenditures used to calculate the fee are the average audited figures from fiscal years 2011 & 2012 (7/1/10 - 6/30/12) and anticipated expenses from fiscal years 2013 & 2014.

Number of Transactions	8,836
Cost of IT Program	\$35,699
<b>Total Cost (per transaction)</b>	<b>\$4.04</b>

The Information Technology (IT) Overlay Fee is \$4.00.

**MINOR/MAJOR SPECIAL USE PERMIT REVIEW/DEVELOPMENT  
AGREEMENT FEE**

The fee for a Minor/Major Special Use Permit Review/Development Agreement varies greatly and is based upon the cost of the engineering services required to complete the review. Engineering staff reviews the project application and reports with regard to sewage disposal, domestic water, solid waste, and water quality. The review includes a site visit to confirm the current condition of the property or project. Staff determines which health regulations apply to the proposed development and provides a conditional approval letter to the Community Development Department and applicant.

The minimum amount of Sr. Licensed Engineer time required to complete a review of a Minor/Major Special Use Permit/Site Plan is two (2) hours, 30 minutes. This includes the office review time and the time required for one (1) site visit.

The hourly salary, including fringe benefits, for a Sr. Licensed Engineer is \$67.51.

The average amount of Plans/Permit/Application Aide time not included in the indirect cost rate required to process the applications, type and send correspondence is 30 minutes.

The hourly salary, including fringe benefits, for a Plans/Permit/App Aide is \$36.99.

The computation of the Major Special Use Permit Review/Development Agreement fee is as follows:

<b>Personnel</b>	<b>Hourly Rate</b>	<b># of Hours</b>	<b>Cost</b>
Sr. Licensed Engineer	\$67.51	2.500	\$168.78
Plans/Permit/App Aide	\$36.99	0.50	\$18.50
EHS Indirect Cost Rate	21.13%	Indirect Cost-EHS	\$39.57
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%	Indirect Cost-CoCAP (County)	\$53.69
		<b>Subtotal</b>	<b>\$280.53</b>
		IT Overlay	\$4.00
		<b>Total Cost</b>	<b>\$284.53</b>

The Minor/Major Special Use Permit Review/Development Agreement fee is \$285.00.

## **SPECIAL USE PERMIT CONDITIONS INSPECTION FEE**

The Special Use Permit Conditions Inspection Fee will be used for facilities or operations which are not permitted by the Health District and a Special Use Permit is granted and condition(s) are added requiring the Department to conduct inspections. The fee is based upon the time spent on-site to evaluate a facility or operation to determine compliance with the special use permit conditions.

The fee will be calculated using the same methodology as all other fees approved by the District Board of Health. This will include the number of Environmental Health Specialist hours spent conducting the inspection related activities, the Environmental Health Specialist's hourly rate (including fringe benefits), indirect costs, mileage and any consumable supplies.

## FINAL MAP REVIEW FEE

The fee for a Final Subdivision Map Review is based upon the cost of the Engineer's time to complete the review in cooperation with a representative of the developer. Engineering staff reviews the final map application, improvement plans and reports with regard to compliance with the tentative map conditions of approval and the health regulations concerning sewage disposal, domestic water, solid waste, and water quality. The review includes confirmation of Nevada Division of Environmental Protection and State Engineer approval and commitment to perform infrastructure construction inspections.

The Final Map Review requires two (2) hours, 30 minutes of a Sr. Licensed Engineer's time.

The hourly salary, including fringe benefits, for a Sr. Licensed Engineer is \$67.51.

The average amount of Plans/Permit/Application Aide time not included in the indirect cost rate required to process the applications, type and send correspondence is 30 minutes.

The hourly salary, including fringe benefits, for a Plans/Permit/App Aide is \$36.99.

The computation of the Final Map Review fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Sr. Licensed Engineer	\$67.51	2.500	\$168.78
Plans/Permit/App Aide	\$36.99	0.50	\$18.50
EHS Indirect Cost Rate	21.13%	Indirect Cost-EHS	\$39.57
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%	Indirect Cost-CoCAP (County)	\$53.69
		<b>Subtotal</b>	<b>\$280.53</b>
		IT Overlay	\$4.00
		<b>Total Cost</b>	<b>\$284.53</b>

The Final Map Review Fee is \$285.00

**FOOD SERVICE ESTABLISHMENT CONSTRUCTION -  
QUICK START FEE**

In an effort to provide contractors an opportunity to conduct limited construction activities while their plans are being processed through various agencies, local building departments have established varying levels of a service generally referred to as a "quick start". As a partner in the plan review process, personnel from the Environmental Health Services Division regularly attend these "quick start" meetings to evaluate the feasibility, from the Health Department's standpoint, of allowing the contractor to proceed with certain construction activities while plans are being reviewed for approval.

The average amount of plan review time involved in a Quick Start meeting is 30 minutes.

The hourly salary, including fringe benefits, for an Environmental Health Specialist is \$51.32.

The computation of the Food Service Establishment Construction-Quick Start fee is as follows:

<b>Personnel</b>	<b>Hourly Rate</b>	<b># of Hours</b>	<b>Cost</b>
Environmental Health Spec	\$51.32	0.500	\$25.66
EHS Indirect Cost Rate	21.13%	Indirect Cost-EHS	\$5.42
CoCAP (County) Indirect Cost		Indirect Cost-CoCAP (County)	\$7.36
Rate-EHS Division	28.67%	<b>Subtotal</b>	<b>\$38.44</b>
		IT Overlay	\$4.00
		<b>Total Cost</b>	<b>\$42.44</b>

The Food Service Establishment Construction-Quick Start fee is \$42.00.

NOTE: The quick start fee is not a mandated fee; it is a service fee. Customers are purchasing our time to expedite their projects. The 30 minutes assessed is consistent with the time the Sparks Building Department assesses per quick start.

## FOOD SERVICE ESTABLISHMENT CONSTRUCTION - PLAN REVIEW FEE

### PLAN REVIEW

Statistically, plan review time varies depending on the size of the food service establishment. Fees for plan review are tiered based on the square footage of the food service establishment.

Plan review activities include, but are not limited to: consultation activities with applicants and/or architects; review of proposed menus; review of finish schedules for floors, walls, and ceilings; review of physical layout of the facility; and review of plumbing, ventilation and lighting.

Plan processing activities include, but are not limited to: screening of the plan, assessing fees and generating invoice; initializing record; and updating city/county building departments tracking systems. The average time spent by a Plans/Permit Aide to process plans is 15 minutes. The hourly salary, including fringe benefits, for a Plans/Permit/App Aide is \$36.99.

#### <1,000 square feet

Personnel	Hourly Rate	# of Hours	Cost
Environmental Health Spec	\$51.32	1.750	\$89.81
Plans/Permit/App Aide	\$36.99	0.250	\$9.25
EHS Indirect Cost Rate	21.13%	Indirect Cost-EHS	\$20.93
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%	Indirect Cost-CoCAP (County)	\$28.40
		<b>Subtotal</b>	<b>\$148.39</b>
		IT Overlay	\$4.00
		<b>Total Cost</b>	<b>\$152.39</b>

#### 1,000 - 2,999 square feet

Personnel	Hourly Rate	# of Hours	Cost
Environmental Health Spec	\$51.32	2.500	\$128.30
Plans/Permit/App Aide	\$36.99	0.250	\$9.25
EHS Indirect Cost Rate	21.13%	Indirect Cost-EHS	\$29.06
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%	Indirect Cost-CoCAP (County)	\$39.43
		<b>Subtotal</b>	<b>\$206.05</b>
		IT Overlay	\$4.00
		<b>Total Cost</b>	<b>\$210.05</b>

#### 3,000 or greater square feet

Personnel	Hourly Rate	# of Hours	Cost
Environmental Health Spec	\$51.32	3.750	\$192.45
Plans/Permit/App Aide	\$36.99	0.250	\$9.25
EHS Indirect Cost Rate	21.13%	Indirect Cost-EHS	\$42.62
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%	Indirect Cost-CoCAP (County)	\$57.83
		<b>Subtotal</b>	<b>\$302.14</b>
		IT Overlay	\$4.00
		<b>Total Cost</b>	<b>\$306.14</b>

The Construction Plan Review fees for Food Service Establishments are:

<1,000 sq ft.	\$152.00	
1,000 - 2,999 sq ft.	\$210.00	
3,000 + sq. ft.	\$306.00	Environmental Health Services

## FOOD SERVICE ESTABLISHMENT CONSTRUCTION REMODEL PLAN REVIEW FEE

### 'BASE FEE'

The Food Service Establishment Construction Remodel Plan Review fee is based on two separate activities- time spent reviewing and processing the actual plans and time spent conducting construction inspections subsequent to plan approval.

Statistically, construction inspections related to food establishment plan reviews are equal regardless of plan review time or facility size. Since all food establishment plans will receive construction inspections, the structure of the fee will include the assessment of a 'base fee' based on time spent conducting construction inspections.

Construction inspection activities include, but are not limited to, validating that: floors, walls and ceilings have been constructed as approved; equipment meets National Sanitation Foundation standards or equivalent; all plumbing fixtures installed have been approved; and construction and clean-up activities have been completed.

The average amount of time involved in conducting construction inspections is 1 hour, 45 minutes.

The hourly salary, including fringe benefits, for an Environmental Health Specialist is \$51.32.

The computation of the 'Base Fee' is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Environmental Health Spec	\$51.32	1.750	\$89.81
EHS Indirect Cost Rate	21.13%		Indirect Cost-EHS \$18.98
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%		Indirect Cost-CoCAP \$25.75
			<b>Subtotal</b> <b>\$134.54</b>
			IT Overlay \$4.00
			<b>Total Cost</b> <b>\$138.54</b>

The 'Base Fee' for Food Service Establishment Construction Remodel Plan Review is \$139.00.

\* The IT Overlay fee is assessed only once for each plan. It is included in the 'base fee'.

**REVISED CONSTRUCTION PLAN REVIEW FEE  
LAND DEVELOPMENT GROUP**

The Revised Construction Plan Review-Land Development fee is based upon the average amount of time necessary for the engineering or environmental staff to review unsolicited plan revisions or revisions associated with substantial changes due to incomplete or faulty initial submittals. This fee applies to plans for pools, spas, septic systems, wells, public water system and non-residential wells, public water system, hotel/motels and non-residential building permits.

The average time for a Sr. Licensed Engineer to complete a revised plan review is one (1) hour, 30 minutes.

The hourly salary, including fringe benefits, for a Sr. Licensed Engineer is \$67.51.

The average amount of Plan/Permit/Application Aide time not included in the indirect cost rate required to process the applications, route applicable plans and track review progress is 10 minutes.

The hourly salary, including fringe benefits, for a Plans/Permit/App Aide is \$36.99.

The computation of the Revised Construction Plan Review (Land Development Group) fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Sr. Licensed Engineer	\$67.51	1.500	\$101.27
Plan/Permit/App Aide	\$36.99	0.167	\$6.16
EHS Indirect Cost Rate	21.13%	Indirect Cost-EHS	\$22.70
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%	Indirect Cost-CoCAP (County)	\$30.80
		<b>Subtotal</b>	<b>\$160.93</b>
		IT Overlay	\$4.00
		<b>Total Cost</b>	<b>\$164.93</b>

The Revised Construction Plan Review (Land Development Group) fee is \$165.00.



## HOTEL/MOTEL PLAN REVIEW FEE-ENGINEERING

The Hotel/Motel Plan Review fee is based upon the cost of reviewing construction or remodeling plans. This assumes that only the minimum number of plan inspections would be required, i.e. one office review of the plans and one on-site inspection during construction. Engineering staff reviews the construction permit application, plans and reports with regard to compliance with the conditions of approval and the health regulations concerning sewage disposal, domestic water, solid waste, and water quality.

The average time to complete a plan review is two (2) hours for the Sr. Licensed Engineer.

The hourly salary, including fringe benefits, for a Sr. Licensed Engineer is \$67.51.

The computation of the Hotel/Motel Plan Review-Engineering fee is as follows:

### **Base Rate Services**

Personnel	Hourly Rate	# of Hours	Cost
Sr. Licensed Engineer	\$67.51	2.000	\$135.02
EHS Indirect Cost Rate	21.13%	Indirect Cost-EHS	\$28.53
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%	Indirect Cost-CoCAP (County)	\$38.71
		<b>Subtotal</b>	<b>\$202.26</b>
		IT Overlay	\$4.00
		<b>Total Cost</b>	<b>\$206.26</b>

The Hotel/Motel Plan Review- Engineering fee is \$206.00.

**MOBILE HOME/RECREATIONAL VEHICLE PARK  
PLAN REVIEW FEE**

The Mobile Home/Recreational Vehicle Park Plan Review fee is based upon the staff time to conduct the review of the plans and to conduct the field assignment. Engineering staff reviews the construction permit application, plans and reports with regard to compliance with the conditions of approval, the Mobile Home Park and RV Park Regulations concerning sewage disposal, solid waste and domestic water quantity and quality.

An average amount of Sr. Licensed Engineer time of four (4) hours, 30 minutes is required to conduct the plan review and to conduct the field assessment.

The hourly salary, including fringe benefits, for a Sr. Licensed Engineer is \$67.51.

The computation of the Mobile Home/Recreational Vehicle Park Plan Review fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Sr. Licensed Engineer	\$67.51	4.500	\$303.80
EHS Indirect Cost Rate	21.13%		Indirect Cost-EHS \$64.19
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%		Indirect Cost-CoCAP (County) \$87.10
			<b>Subtotal \$455.08</b>
			IT Overlay \$4.00
			<b>Total Cost \$459.08</b>

The Mobile Home/Recreational Vehicle Park Plan Review fee is \$459.00.

**GENERAL ENVIRONMENTAL HEALTH SERVICES  
CONSTRUCTION PLAN REVIEW FEE  
LAND DEVELOPMENT GROUP**

The General Environmental Health Services Construction Plan Review-Land Development Group fee is based upon the average amount of time necessary for the engineering or environmental staff review non-residential construction plans which do not have a Land Development Group fee. The fee is based on the time spent reviewing projects for compliance with various health regulations including, but not limited to, backflow prevention, solid waste and compliance with project conditions of approval.

The average time for a Sr. Licensed Engineer to complete a general plan review is one (1) hour.

The hourly salary, including fringe benefits, for a Sr. Licensed Engineer is \$67.51.

The average amount of Plan/Permit/Application Aide time not included in the indirect cost rate required to process the applications, type and send correspondence is 30 minutes.

The hourly salary, including fringe benefits, for a Plans/Permit/App Aide is \$36.99.

The computation of the General Environmental Health Services Construction Plan Review-Land Development Group fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Sr. Licensed Engineer	\$67.51	1.000	\$67.51
Plan/Permit/App Aide	\$36.99	0.500	\$18.50
EHS Indirect Cost Rate	21.13%	Indirect Cost-EHS	\$18.17
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%	Indirect Cost-CoCAP (County)	\$24.66
		<b>Subtotal</b>	<b>\$128.84</b>
		IT Overlay	\$4.00
		<b>Total Cost</b>	<b>\$132.84</b>

The General Environmental Health Services Construction Plan Review Fee-Land Development Group is \$133.00.

**SEWAGE DISPOSAL - ON-SITE  
ABANDONMENT PERMIT FEE**

The Sewage Disposal-On-Site Abandonment Permit fee is based upon the cost to review and approve the permit and to inspect the septic system being abandoned. An average of two (2) inspections are conducted for each abandonment. Staff reviews the abandonment permit application, plans and soil test hole percolations reports with regard to compliance with the on-site sewage disposal regulations. The staff confirms the location of the septic tank and performs inspections after the septic tank is pumped and after it is completely back filled.

The average time needed to review the plans and issue a permit is 30 minutes. The average time needed to conduct an inspection is one (1) hour. Two inspections are required for each abandonment.

The hourly salary, including fringe benefits, for a Sr. Environmental Hlth Spec is \$53.85.

The average amount of Plan/Permit/Application Aide time not included in the indirect cost rate required to enter plans and Inspection Reports in the GIS/HIS database is 30 minutes.

The hourly salary, including fringe benefits, for a Plans/Permit/App Aide is \$36.99.

The computation of the Sewage Disposal-On-Site Abandonment Permit fee is as follows:

<b>Personnel</b>	<b>Hourly Rate</b>	<b># of Hours</b>	<b>Cost</b>
Sr Environmental Health Spec	\$53.85	2.500	\$134.63
Plan/Permit/App Aide	\$36.99	0.500	\$18.50
EHS Indirect Cost Rate	21.13%	Indirect Cost-EHS	\$32.35
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%	Indirect Cost-CoCAP (County)	\$43.90
		<b>Subtotal</b>	<b>\$229.37</b>
		IT Overlay	\$4.00
		<b>Total Cost</b>	<b>\$233.37</b>

The Sewage Disposal - On-Site Abandonment Permit fee is \$233.00.

**SEWAGE DISPOSAL/WATER WELL - ON-SITE  
REINSPECTION OF CONSTRUCTION FEE**

The Sewage Disposal/Water Well On-Site Reinspection fee is based upon the staff time to conduct re-inspections necessary because the contractor was not prepared for the inspection when the staff arrives at the requested time, or additional inspections necessary due to correction notices. During these re-inspections the staff is performing construction inspections to ensure the on-site sewage disposal system or well is constructed in compliance with the Sewage Wastewater & Sanitation or Well Construction Regulations.

The Loan Reinspection fee is based on the staff time to conduct reinspections or resamples necessary because the requester was not prepared for the inspection or sample when the staff arrives at the requested time.

The average reinspection times are:

On Site Sewage 1 hour, 30 minutes  
Wells 1 hour, 30 minutes  
VA/FHA Loans 1 hour

The hourly salary, including fringe benefits, for a Sr. Environmental Hlth Spec is \$53.85.

The computation of the Sewage Disposal/Water Well-On-Site Reinspection fee is as follows:

**On-Site Sewage Disposal**

<b>Personnel</b>	<b>Hourly Rate</b>	<b># of Hours</b>	<b>Cost</b>
Sr. Environmental Health Spec	\$53.85	1.500	\$80.78
EHS Indirect Cost Rate	21.13%		Indirect Cost-EHS \$17.07
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%		Indirect Cost-CoCAP (County) \$23.16
			<b>Subtotal \$121.00</b>
			IT Overlay \$4.00
			<b>Total Cost \$125.00</b>

**Wells**

<b>Personnel</b>	<b>Hourly Rate</b>	<b># of Hours</b>	<b>Cost</b>
Sr. Environmental Health Spec	\$53.85	1.500	\$80.78
EHS Indirect Cost Rate	21.13%		Indirect Cost-EHS \$17.07
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%		Indirect Cost-CoCAP (County) \$23.16
			<b>Subtotal \$121.00</b>
			IT Overlay \$4.00
			<b>Total Cost \$125.00</b>

**VA/FHA Loans**

<b>Personnel</b>	<b>Hourly Rate</b>	<b># of Hours</b>	<b>Cost</b>
Sr. Environmental Health Spec	\$53.85	1.000	\$53.85
EHS Indirect Cost Rate	21.13%		Indirect Cost-EHS \$11.38
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%		Indirect Cost-CoCAP (County) \$15.44
			<b>Subtotal \$80.67</b>
			IT Overlay \$4.00
			<b>Total Cost \$84.67</b>

The Sewage Disposal - On-site Reinspection of Water Well Construction Loan Request fee for:  
ISDS is \$125.00.  
Wells is \$125.00.  
VA/FHA Loans is \$85.00.

**WATER TREATMENT PLANT CONSTRUCTION PERMIT  
AND INSPECTIONS FEE**

Engineering staff reviews the construction permit application, plans and reports with regard to compliance with the Federal, State and District Health Regulations concerning drinking water quality and construction standards. The review include a site visit to confirm setbacks and the current condition of the property and water system and at least one construction inspection. The plan review includes pilot treatment plant study reports, best available treatment technology recommendations, treatment plant capacity and water system customer demands.

The average amount of Sr. Licensed Engineer time required to complete a treatment plant review for 1000 connections or greater is 20 hours.

The average amount of Sr. Licensed Engineer time required to complete a treatment plant review for less than 1000 connections or greater is five (5) hours.

The hourly salary, including fringe benefits, for a Sr. Licensed Engineer is \$67.51.

The average amount of Plans/Permit Aide time not included in the indirect cost rate required to process the applications, type and send correspondence is one (1) hour.

The hourly salary, including fringe benefits, for a Plans/Permit/App Aide is \$36.99.

The computation of the Water Treatment Plant Construction Permit and Inspections fee is as follows:

**1000 Connections or Greater**

Personnel	Hourly Rate	# of Hours	Cost
Sr. Licensed Engineer	\$67.51	20.000	\$1,350.20
Plans/Permit/App Aide	\$36.99	1.000	\$36.99
EHS Indirect Cost Rate	21.13%	Indirect Cost-EHS	\$293.11
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%	Indirect Cost-CoCAP (County)	\$397.71
		<b>Subtotal</b>	<b>\$2,078.01</b>
		IT Overlay	\$4.00
		<b>Total Cost</b>	<b>\$2,082.01</b>

The Water Treatment Plant Construction Permit and Inspection fee for 1000 connections or greater is \$2,082.00

**Less than 1000 Connections**

Personnel	Hourly Rate	% of Hour	Cost
Sr. Licensed Engineer	\$67.51	5.000	\$337.55
Plans/Permit/App Aide	\$36.99	1.000	\$36.99
EHS Indirect Cost Rate	21.13%	Indirect Cost-EHS	\$79.14
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%	Indirect Cost-CoCAP (County)	\$107.38
		<b>Subtotal</b>	<b>\$561.06</b>
		IT Overlay	\$4.00
		<b>Total Cost</b>	<b>\$565.06</b>

The Water Treatment Plant Construction Permit and Inspection fee for less than 1000 connections is \$565.00

## SWIMMING POOL OR SPA REMODEL PLAN REVIEW FEE

The Swimming Pool or Spa Remodel Plan Review fee is based upon the costs associated with the plan review. Engineering staff reviews the remodel permit application, plans and reports with regard to compliance with the Public Pool and Spa regulations. The review of the proposed remodel includes the applicable sections relating to the hydraulic calculations, pump and filter sizes, equipment specifications, deck drainage and restrooms and bathhouses. There is normally at least one office plan review and two on-site inspections required.

The average Sr. Licensed Engineer time for the office plan review takes 45 minutes, and the on-site inspections take one (1) hour, 30 minutes.

The hourly salary, including fringe benefits, for a Sr. Licensed Engineer is \$67.51.

The average amount of Plans/Permit/Application Aide time not included in the indirect cost rate required to process the applications, type, and send correspondence is 15 minutes.

The hourly salary, including fringe benefits, for a Plans/Permit/App Aide is \$36.99.

The computation of the Swimming Pool or Spa Remodel Plan Review fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Sr. Licensed Engineer	\$67.51	2.250	\$151.90
Plans/Permit/App Aide	\$36.99	0.250	\$9.25
			Indirect Cost-EHS \$34.05
			Indirect Cost-CoCAP (County) \$46.20
EHS Indirect Cost Rate	21.13%		<b>Subtotal \$241.40</b>
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%		IT Overlay \$4.00
			<b>Total Cost \$245.40</b>

The Swimming Pool or Spa Remodel Plan Review fee is \$245.00.

**WATER SYSTEM CONSTRUCTION PLAN REVIEW FEE  
Permit to Construct Community or Non-Community**

The Water System Construction Plan Review fee is based on the cost of engineering services required and the cost of support services necessary to complete the review. Engineering staff reviews the water system construction plans and reports with regards to compliance with Federal, State and Health District Regulations. The engineering staff reviews the plans and reports for compliance with Nevada Administrative Code (NAC) 445A.65505 to 6731 and water quality standards. This includes review of the source water capacity and water quality, water storage capacity for fire and emergency needs, water system minimum and maximum pressures, water line size and setback and back flow prevention and cross-connection requirements.

Because of the varying size and the differing complexities of the public water systems, the type of construction is broken out into several categories. In addition, a per connection fee is used because of the complexities associated with the larger systems.

The fees were determined using the following information:

The minimum amount of Sr. Licensed Engineer time required to review an application for a permit to construct a community water system is five (5) hours. This includes time for in-office plan review, one (1) initial site visit and one (1) final inspection.

The minimum amount of Sr. Licensed Engineer time required to review an application for a permit to construct a non-community water system is three (3) hours.

The hourly salary, including fringe benefits, for a Sr. Licensed Engineer is \$67.51.

The average amount of Plan/Permit/Application Aide time not included in the indirect cost rate required to process the applications, type and send correspondence is 20 minutes.

The hourly salary, including fringe benefits, for a Plans/Permit/App Aide is \$36.99.

The computation of the Water System Construction Plan Review fee is as follows:

***Permit to Construct - Community Water System***

Personnel	Hourly Rate	# of Hours	Cost
Sr. Licensed Engineer	\$67.51	5.000	\$337.55
Plan/Permit/App Aide	\$36.99	0.333	\$12.32
EHS Indirect Cost Rate	21.13%		Indirect Cost-EHS \$73.93
CoCAP (County) Indirect Cost			Indirect Cost-CoCAP (County) \$100.31
Rate-EHS Division	28.67%		<b>Subtotal \$524.10</b>
			IT Overlay \$4.00
			<b>Total Cost \$528.10</b>

The Water System Construction Plan Review - Community Water System fee is \$528.00.

***Permit to Construct - Non-Community Water System***

Personnel	Hourly Rate	# of Hours	Cost
Sr. Licensed Engineer	\$67.51	3.000	\$202.53
Plan/Permit/App Aide	\$36.99	0.333	\$12.32
EHS Indirect Cost Rate	21.13%		Indirect Cost-EHS \$45.40
CoCAP (County) Indirect Cost			Indirect Cost-CoCAP (County) \$61.60
Rate-EHS Division	28.67%		<b>Subtotal \$321.84</b>
			IT Overlay \$4.00
			<b>Total Cost \$325.84</b>

The Water System Construction Plan Review - Non-Community Water System fee is \$326.00.



## WATER WELL CONSTRUCTION / ABANDONMENT PERMIT FEE

The Water Well Construction/Abandonment Permit fee is based upon staff time to conduct the inspection and to issue the permit.

Staff reviews the well abandonment permit application, plans and reports with regard to compliance with the District Health and State Well Construction Regulations. Staff confirms the well location and ensures the plans are complete and accurate. The review includes one site visit prior to approving the permit and one construction inspection.

A minimum of one (1) hour is needed for the office review and the site visits take a total of two (2) hours, 45 minutes.

Staff reviews the well construction permit application, plans and reports with regard to compliance with the District Health and State Well Construction Regulations. Staff checks for compliance with setbacks from septic systems, water courses, drainage channels, floodplains, wells and structure, and the current condition of the property. The review includes one site visit prior to approving the permit and two construction inspections.

A minimum of one (1) hour is needed for the office review and the site visit and construction inspections take a total of three (3) hours, 45 minutes.

The hourly salary, including fringe benefits, for an Environmental Health Specialist is \$51.32.

The average amount of Plan/Permit/Application Aide time not included in the indirect cost rate required to enter plans and Inspection Reports in the GIS/HIS database is 30 minutes. The time is applicable for both the Abandonment and Construction permits.

The hourly salary, including fringe benefits, for a Plans/Permit/App Aide is \$36.99.

The computation of the permit fee is as follows:

### ***Water Well Abandonment Permit***

Personnel	Hourly Rate	# of Hours	Cost
Environmental Health Specialist	\$51.32	3.750	\$192.45
Plan/Permit/App Aide	\$36.99	0.500	\$18.50
EHS Indirect Cost Rate	21.13%		\$44.57
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%		\$60.48
			<b>Subtotal</b>
			<b>IT Overlay</b>
			<b>Total Cost</b>

The Water Well Abandonment Permit fee is \$320.00.

### ***Water Well Construction Permit***

Personnel	Hourly Rate	# of Hours	Cost
Environmental Health Specialist	\$51.32	4.750	\$243.77
Plan/Permit/App Aide	\$36.99	0.500	\$18.50
EHS Indirect Cost Rate	21.13%		\$55.42
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%		\$75.19
			<b>Subtotal</b>
			<b>IT Overlay</b>
			<b>Total Cost</b>

The Water Well Construction Permit fee is \$397.00.

## FOOD SERVICE ESTABLISHMENT - APPLICATION FEE

The Food Service Establishment Application fee is based upon the average amount of staff time necessary to conduct inspections at food establishments for the purpose of issuing a permit to operate. Activities associated with issuing a permit to operate include, but are not limited to, validating that:

- Physical facilities such as floors, walls and ceilings are in good repair
- Physical facilities are capable of supporting proposed food handling and preparation activities
- Equipment is in good repair and meets National Sanitation Foundation standards or equivalent
- Certified Food Protection Manager requirements have been satisfied
- Adequate plumbing fixtures exist and are functioning properly

Except as noted, the application fee is assessed only at the time an application for permit to operate is submitted and will be combined with the applicable routine inspection fee for the first year. At the time of permit renewal, only the applicable routine inspection fee will be assessed.

NOTE: Applications for permit to operate associated with a plan submittal will not be assessed the application fee - only the applicable routine inspection fee will be assessed. Fees for conducting opening inspections at facilities involving plan reviews are accounted for in the 'base fee' associated with plan reviews.

The average time spent by an Environmental Health Specialist to conduct inspections and associated paperwork is 1 hour, 15 minutes.

The hourly salary, including fringe benefits, for an Environmental Health Specialist is \$51.32.

Processing an application includes, but is not limited to: collection of applicable fees and generation of a receipt; initializing a record in the Permits system; and issuing a permit to operate and creation of a file.

The average time spent by an Office Assistant II-Plans/Permit/Application Aide combination to process the application is 20 minutes.

The hourly salary, including fringe benefits, of an Office Assistant II/PPAA combo is \$35.53.

The computation of the Food Service Establishment - Application fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Environmental Health Spec.	\$51.32	1.250	\$64.15
OAI/PPAA combo	\$35.53	0.333	\$11.84
EHS Indirect Cost Rate	21.13%	Indirect Cost-EHS	\$16.06
CoCAP (County) Indirect Cost		Indirect Cost-CoCAP (County)	\$21.79
Rate-EHS Division	28.67%	<b>Subtotal</b>	<b>\$113.84</b>
		IT Overlay	\$4.00
		<b>Total Cost</b>	<b>\$117.84</b>

The Food Service Establishment - Application Fee is \$118.00.

Environmental Health Services

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Edit Date: 03/18/2013  
Proposed Effective Date: 7/1/2013

**FOOD SERVICE ESTABLISHMENT FEE TABLE**

The hourly salary, including fringe benefits, for an Environmental Health Specialist is \$51.32.

Category	Personnel	Hourly		Cost	EHS Indirect		Subtotal	# of visits	IT Overlay	Total Cost	Permit Fee
		Rate	# of Hours		Cost Rate 21.13%	CoCAP (County) Indirect Cost 28.67%					
Bakery	Environmental Health Specialist	\$51.32	1.750	\$89.81	\$18.98	\$25.75	\$134.54	1	\$4.00	\$138.54	\$139.00
Bar	Environmental Health Specialist	\$51.32	1.750	\$89.81	\$18.98	\$25.75	\$134.54	1	\$4.00	\$138.54	\$139.00
Delicatessen	Environmental Health Specialist	\$51.32	2.000	\$102.64	\$21.69	\$29.43	\$153.75	1	\$4.00	\$157.75	\$158.00
Food Manufacturing	Environmental Health Specialist	\$51.32	2.000	\$102.64	\$21.69	\$29.43	\$153.75	1	\$4.00	\$157.75	\$158.00
Grocery Store	Environmental Health Specialist	\$51.32	1.750	\$89.81	\$18.98	\$25.75	\$134.54	1	\$4.00	\$138.54	\$139.00
Meat Market	Environmental Health Specialist	\$51.32	1.750	\$89.81	\$18.98	\$25.75	\$134.54	1	\$4.00	\$138.54	\$139.00
Mobile Food Service Depot	Environmental Health Specialist	\$51.32	1.500	\$76.98	\$16.27	\$22.07	\$115.32	1	\$4.00	\$119.32	\$119.00
Mobile Food Service	Environmental Health Specialist	\$51.32	1.500	\$76.98	\$16.27	\$22.07	\$115.32	1	\$4.00	\$119.32	\$119.00
Pre-Packaged Food w/inspection	Environmental Health Specialist	\$51.32	1.750	\$89.81	\$18.98	\$25.75	\$134.54	1	\$4.00	\$138.54	\$139.00
Pre-Packaged Food w/o inspection	Environmental Health Specialist	\$51.32	0.250	\$12.83	\$2.71	\$3.68	\$19.22	1	\$4.00	\$23.22	\$23.00
Restaurant	Environmental Health Specialist	\$51.32	2.250	\$115.47	\$24.40	\$33.11	\$172.97	1	\$4.00	\$176.97	\$177.00
Satellite Food Dist. Site	Environmental Health Specialist	\$51.32	1.000	\$51.32	\$10.84	\$14.71	\$76.88	1	\$4.00	\$80.88	\$81.00
School Kitchen	Environmental Health Specialist	\$51.32	2.000	\$102.64	\$21.69	\$29.43	\$153.75	2	\$4.00	\$311.51	\$312.00
Snack Bar	Environmental Health Specialist	\$51.32	1.750	\$89.81	\$18.98	\$25.75	\$134.54	1	\$4.00	\$138.54	\$139.00
Support Kitchen	Environmental Health Specialist	\$51.32	2.000	\$102.64	\$21.69	\$29.43	\$153.75	1	\$4.00	\$157.75	\$158.00
Warehouse	Environmental Health Specialist	\$51.32	1.750	\$89.81	\$18.98	\$25.75	\$134.54	1	\$4.00	\$138.54	\$139.00

**FOOD PROTECTION INSTRUCTOR  
EXAMINATION PROCTORING FEE**

The Food Protection Instructor Examination Proctoring fee would be assessed when Environmental Health Services Division staff proctor a Washoe County Food Protection Instructor exam.

The average time spent by an Environmental Health Specialist to set up the exam room, explain exam procedures to candidates, monitor the exam, and organize the exam materials for grading is 20 minutes.

The hourly salary, including fringe benefits, for an Environmental Health Specialist is \$51.32.

The average time spent by an Office Assistant II/Plan-Permits-Application Aide to process the application and applicable payments is 10 minutes.

The hourly salary, including fringe benefits, of an Office Assistant II/PPAA combo is \$35.53.

The computation of the Food Protection Instructor Examination Proctoring fee is as follows:

<b>Personnel</b>	<b>Hourly Rate</b>	<b># of Hours</b>	<b>Cost</b>
Environmental Health Specialist	\$51.32	0.333	\$17.11
OAI/PPAA combo	\$35.53	0.167	\$5.92
EHS Indirect Cost Rate	21.13%		Indirect Cost-EHS \$4.87
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%		Indirect Cost-CoCAP (County) \$6.60
			<b>Subtotal \$34.50</b>
			IT Overlay \$4.00
			<b>Total Cost \$38.50</b>

The Food Protection Instructor Examination Proctoring Fee is \$39.00.

## CERTIFICATE/PHOTO I.D. REISSUANCE FEE

The Certificate/Photo I.D. Reissuance fee would be assessed to provide duplicate certificates and/or photo I.D. cards to certified food protection managers and certified food protection instructors who have lost or misplaced their original certificates and/or photo I.D. cards. The fee includes the time spent by the Office Assistant II to verify the current status of the certificate holder and the time spent to reissue the certificate and photo I.D. card.

The average time spent by an Office Assistant II to process a request for certificate/photo I.D. reissuance is 10 minutes.

The hourly salary, including fringe benefits, of an Office Assistant II is \$34.07.

The computation of the Certificate and Photo I.D. Reissuance fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Office Assistant II	\$34.07	0.167	\$5.68
EHS Indirect Cost Rate	21.13%	Indirect Cost-EHS	\$1.20
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%	Indirect Cost-CoCAI	\$1.63
		<b>Subtotal</b>	<b>\$8.51</b>
		IT Overlay	\$0.00
		<b>Total Cost</b>	<b>\$8.51</b>

The Certificate/Photo I.D. Reissuance Fee is \$9.00.

## CERTIFICATE AND PHOTO I.D. ISSUANCE AND RENEWAL FOR CERTIFIED FOOD PROTECTION INSTRUCTORS FEE

The Certificate and Photo I.D. Issuance and Renewal for Certified Food Protection Instructors fee would be assessed when Environmental Health Services Division staff issues or renews a Food Protection Instructor Certificate and photo I.D. card. This fee includes a review of the application for certification/re-certification, issuance of a certificate and photo I.D. card, and an on-site review of the instructor's classes, curriculum and training techniques during the upcoming five year period. An evaluation of the application can include a review of courses and contact hours that the instructor attended during the previous five years and a review of food industry work experience and/or educational background.

The average time spent by a Sr. Environmental Health Specialist/Environmental Health Specialist combo to review an application for certification/re-certification, evaluate continuing education (re-certification) or work experience (initial certification), conduct one (1) on-site review of the instructor's classes during the upcoming 5 year certification period, and write a report on the class review is four (4) hours (2 hours of actual class time review and 2 hours of associated report generation and follow-up).

The hourly salary, including fringe benefits, for a Sr. Environmental Health Specialist/Environmental Health Specialist combo is \$52.59.

The average time spent by an Office Assistant II to verify application information, take a photograph of the applicant, input information into the computer, and prepare/mail a certificate and license to the applicant is 20 minutes.

The hourly salary, including fringe benefits, of an Office Assistant II is \$34.07.

The computation of the Certificate and Photo I.D. Issuance and Renewal for Certified Food Protection Instructors fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Sr. EHS/Environmental Health Specialist	\$52.59	4.000	\$210.34
Office Assistant II	\$34.07	0.333	\$11.35
EHS Indirect Cost Rate	21.13%	Indirect Cost-EHS	\$46.84
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%	Indirect Cost-CoCAP (County)	\$63.56
		<b>Subtotal</b>	<b>\$332.08</b>
		IT Overlay	\$4.00
		<b>Total Cost</b>	<b>\$336.08</b>

The Certificate and Photo I.D. Issuance and Renewal for Certified Food Protection Instructors fee \$336.00.

Note: \* The District Board of Health Regulations designate the WCHD as the only agency eligible to approve Food Safety Instructor Recertification.

Note: WCHD recertifies 2 -3 Food Safety Instructors per year.

## MOBILE HOME/RECREATIONAL VEHICLE PARK PERMIT FEE

The Mobile Home/Recreational Vehicle Park Permit fee is based on staff time to conduct an annual inspection and reinspection prior to permit issuance or renewal. Each inspection includes an evaluation of the sewage disposal system, potable water connections, solid waste management and overall park maintenance and sanitation.

To conduct the inspection and to complete the associated paperwork, the average times are:

1 - 20 spaces	1 hour, 35 minutes
21 - 39 spaces	1 hour, 35 minutes
40 or more spaces	1 hour, 55 minutes

The hourly salary, including fringe benefits, for an Environmental Health Specialist is \$51.32. The computation of the Mobile Home/Recreational Vehicle Park Permit fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Environmental Health Specialist	\$51.32	1.583	\$81.24
EHS Indirect Cost Rate	21.13%		Indirect Cost-EHS \$17.17
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%		Indirect Cost-CoCAP (County) \$23.29
			<b>Subtotal \$121.70</b>
			IT Overlay \$4.00
			<b>Total Cost \$125.70</b>

The Mobile Home/Recreational Vehicle Park Permit fee for 1-20 spaces is \$126.00 .

Personnel	Hourly Rate	# of Hours	Cost
Environmental Health Specialist	\$51.32	1.583	\$81.24
EHS Indirect Cost Rate	21.13%		Indirect Cost-EHS \$17.17
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%		Indirect Cost-CoCAP (County) \$23.29
			<b>Subtotal \$121.70</b>
			IT Overlay \$4.00
			<b>Total Cost \$125.70</b>

The Mobile Home/Recreational Vehicle Park Permit fee for 21-39 spaces is \$126.00.

Personnel	Hourly Rate	# of Hours	Cost
Environmental Health Specialist	\$51.32	1.917	\$98.38
EHS Indirect Cost Rate	21.13%		Indirect Cost-EHS \$20.79
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%		Indirect Cost-CoCAP (County) \$28.21
			<b>Subtotal \$147.37</b>
			IT Overlay \$4.00
			<b>Total Cost \$151.37</b>

The Mobile Home/Recreational Vehicle Park Permit fee for 40 or more spaces is \$151.00.

**SWIMMING POOL AND SPA OPERATION  
REINSPECTION FEE**

The Swimming Pool and Spa Operation Reinspection fee is based upon the staff time to conduct additional inspections to ensure compliance with the construction, operational and health and safety requirements of NAC 444.010 through 444.306 inclusive. The equipment room inspection includes the circulation pumps and associated automatic shut off switches, filters and filter backwash wastewater disposal, heaters, flow meters, chemical feed equipment and associated automatic shut off switches, piping, valves and floor drainage. The inspections include the sides and bottoms of the pools and spas, water chemistry and clarity, skimmers, main drains and suction outlets, handrails, coping, decks and drainage, fences and gates, emergency phones, restrooms and drinking fountains. The pool operator certification is verified and the inspector checks to see that his/her Washoe County Health District certification is posted. The pool and spa daily operating records are reviewed to confirm the pool or spa operator is testing and maintaining disinfection levels, water chemistry and clarity. Environmental Specialists complete an inspection report and enter the results in the Permits Inspection Program and print a copy for the operators.

An average of one (1) hour is spent by an Environmental Health Specialist to conduct each inspection.

The hourly salary, including fringe benefits, for an Environmental Health Specialist is \$51.32.

The computation of the Swimming Pool and Spa Operation Reinspection fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Environmental Health Specialist	\$51.32	1.000	\$51.32
EHS Indirect Cost Rate	21.13%	Indirect Cost-EHS	\$10.84
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%	Indirect Cost-CoCAP (County)	\$14.71
		<b>Subtotal</b>	<b>\$76.88</b>
		IT Overlay	\$4.00
		<b>Total Cost</b>	<b>\$80.88</b>

The Swimming Pool and Spa Operation Reinspection fee is \$81.00.



## CHILD CARE INSPECTION FEE

The Child Care Inspection fee is based upon the average amount of time necessary for Environmental Health Services Division staff to complete the inspection. Pursuant to the Regulations for Child Care Facilities, the Washoe County Department of Social Services requires that all child care centers be inspected by the Washoe County Health District at least annually.

Inspections at child care centers include, but are not limited to: review of employee and student sick/exclusion policies; inspection of physical facilities for general maintenance and cleanliness; inspection of diapering areas; and evaluation of sanitizing/disinfecting practices.

The average time spent by an Environmental Health Specialist to conduct a routine inspection on a child care center is 75 minutes.

The hourly salary, including fringe benefits, for an Environmental Health Specialist is \$51.32.

The computation of the Child Care Inspection fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Environmental Health Specialist	\$51.32	1.250	\$64.15
EHS Indirect Cost Rate	21.13%		Indirect Cost-EHS \$13.55
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%		Indirect Cost-CoCAP (County) \$18.39
			<b>Subtotal \$96.10</b>
			IT Overlay \$4.00
			<b>Total Cost \$100.10</b>

The Child Care Inspection fee is \$100.00.

## SWIMMING POOL OR SPA VARIANCE REQUEST FEE

The Swimming Pool or Spa Variance request fee is based upon the time and travel costs incurred with the special circumstances associated with this type of variance. Engineering staff reviews the variance application, plans and reports with regard to compliance with the Public Pool and Spa Regulations. The review includes whether the approval of the variance will have an adverse impact to the health and safety of the public and the safe and reliable operation of the pool or spa facility. Staff provides written recommendation and findings of fact to the District Board of Health and presents the staff recommendation at the hearing. There is normally at least one office review and two on-site inspections required.

The average Sr. Licensed Engineer time for the office review, letter and hearing takes three (3) hours and the on-site inspections take one (1) hour each.

The hourly salary, including fringe benefits, for a Sr. Licensed Engineer is \$67.51.

The average amount of Plans/Permit Aide time not included in the indirect cost rate required to process the applications, type and send correspondence, advertise and schedule hearings is three (3) hours.

The hourly salary, including fringe benefits, for a Plans/Permit/App Aide is \$36.99.

The computation of the Swimming Pool or Spa Variance Request fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Sr. Licensed Engineer	\$67.51	5.000	\$337.55
Plans/Permit/App Aide	\$36.99	3.000	\$110.97
EHS Indirect Cost Rate	21.13%	Indirect Cost-EHS	\$94.77
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%	Indirect Cost-CoCAP (County)	\$128.59
		<b>Subtotal</b>	<b>\$671.88</b>
		IT Overlay	\$4.00
		<b>Total Cost</b>	<b>\$675.88</b>

The Swimming Pool or Spa Variance Request fee is \$676.00.

**MOBILE HOME/RECREATIONAL VEHICLE PARK CONSTRUCTION  
VARIANCE REQUEST FEE**

The Mobile Home/Recreational Vehicle Park Construction Variance Request fee is based upon the time and travel costs incurred with the special circumstances associated with this type of variance. Engineering staff reviews the variance application, plans and reports with regard to compliance with the Mobile Home Park and Recreational Vehicle Park Regulations. The review includes whether the approval of the variance will have an adverse impact to the health and safety of the public and the safe and reliable operation of the Mobile Home Park or Recreational Vehicle Park. Staff provides written recommendations and findings of fact to the District Board of Health and presents the staff recommendations at the hearings. There is normally at least one office review and on-site inspection required.

The average amount of Sr. Licensed Engineer time for the office review, letter and hearing takes three (3) hours and the on-site inspection takes one (1) hour, 30 minutes.

The hourly salary, including fringe benefits, for a Sr. Licensed Engineer is \$67.51.

The average amount of Plans/Permit Aide time not included in the indirect cost rate required to process the applications, type and send correspondence, advertise and schedule hearings is three (3) hours.

The hourly salary, including fringe benefits, for a Plans/Permit/App Aide is \$36.99.

The computation of the Mobile Home/Recreational Vehicle Park Construction Variance Request fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Sr. Licensed Engineer	\$67.51	4.500	\$303.80
Plans/Permit/App Aide	\$36.99	3.00	\$110.97
EHS Indirect Cost Rate	21.13%	Indirect Cost-EHS	\$87.64
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%	Indirect Cost-CoCAP (County)	\$118.91
		<b>Subtotal</b>	<b>\$621.32</b>
		IT Overlay	\$4.00
		<b>Total Cost</b>	<b>\$625.32</b>

The Mobile Home/Recreational Vehicle Park Construction Variance Request fee is \$625.00.

## FOOD SERVICE VARIANCE REQUEST FEE

The Food Protection Hearing and Advisory Board (Board) conducts hearings to consider appeals to compliance action taken by the health authority and to consider variance requests to any section of the Washoe County District Board of Health Regulations Governing Food Establishments (Regulations). For hearings conducted at the request of an individual appealing a compliance action of the health authority, no fee will be assessed. Similarly, if an action is brought to the Board by the health authority, no fee will be assessed.

If an individual submits a request for variance of the Regulations, a fee would be assessed to cover the administrative costs of conducting a hearing.

The average time spent by the Environmental Health Specialist to prepare for a hearing is 2 hours.

The hourly salary, including fringe benefits, for an Environmental Health Specialist is \$51.32.

The average time spent by an Environmental Health Specialist Supervisor to prepare for a hearing is 1 hour, 30 minutes.

The hourly salary, including fringe benefits, for a Environmental Health Specialist Supervisor is \$59.85.

The average time spent by a Plan/Permit/App Aide to prepare for a hearing is 2 hours.

The hourly salary, including fringe benefits, for a Plans/Permit/App Aide is \$36.99.

Preparation includes, but is not limited to, preparation and posting of an agenda; preparation and mailing of packets to Board members; review of applicable regulations; generation of a formal report/packet to the Board; development of staff recommendations to the Board; presentation of the case to the Board; and implementation of the final decision of the District Health Officer.

The computation of the Food Service Variance Request fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Environmental Health Specialist Supervisor	\$59.85	1.500	\$89.78
Environmental Health Specialist	\$51.32	2.000	\$102.64
Plans/Permit/App Aide	\$36.99	2.000	\$73.98
EHS Indirect Cost Rate	21.13%	Indirect Cost-EHS	\$56.29
CoCAP (County) Indirect Cost		Indirect Cost-CoCAP (County)	\$76.38
Rate-EHS Division	28.67%	<b>Subtotal</b>	<b>\$399.06</b>
		IT Overlay	\$4.00
		<b>Total Cost</b>	<b>\$403.06</b>

The Food Service Variance Request fee is \$403.00.

## SOLID WASTE SYSTEM PLAN REVIEW FEE

The Solid Waste System Plan Review fee is based on the average amount of time it takes staff to review and evaluate a proposed solid waste management system plan. Plan review and evaluation includes at least one meeting with the applicant, one on-site visit to the physical plant or location, correspondence outlining necessary requirements and acceptance of the plan prior to the issuance of a solid waste management system permit to operate.

The average time spent by the Environmental Health Specialist Supervisor/Sr. Environmental Health Specialist/Environmental Health Specialist to perform a solid waste plan review is 4 hours.

The hourly salary, including fringe benefits, for an Env. Hlth. Spec. Supv./Sr. Env. Hlth. Spec./Env. Hlth. Spec. combo is \$55.01.

The average amount of Plans/Permit/Application Aide time not included in the indirect cost rate required to process the applications, route applicable plans and track review progress is 45 minutes.

The hourly salary, including fringe benefits, for a Plans/Permit/App Aide is \$36.99.

The computation of the Solid Waste System Plan Review fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Env Supv/Sr Env Hlth Spec/Env Hlth Spec combo	\$55.01	4.000	\$220.03
Plans/Permit/App Aide	\$36.99	0.750	\$27.74
EHS Indirect Cost Rate	21.13%	Indirect Cost-EHS	\$52.35
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%	Indirect Cost-CoCAP (County)	\$71.04
		<b>Subtotal</b>	<b>\$371.16</b>
		IT Overlay	\$4.00
		<b>Total Cost</b>	<b>\$375.16</b>

The Solid Waste System Plan Review fee is \$375.00.

## NON-STANDARD INDUSTRIAL WASTE PERMIT FEE

The Non-Standard Industrial Waste Permit is assigned to those waste streams that are non-hazardous, recurring and suitable for placement in the municipal solid waste landfill. In order to issue or renew this permit, staff must conduct one compliance inspection and one reinspection, evaluate compliance with permit conditions and produce written report(s). Verification of the operations plan, record keeping and waste generation activities are reviewed during an inspection.

The average time spent by the Env. Hlth. Spec. Supv./Sr. Env. Hlth. Spec./Env. Hlth. Spec. to perform the Non-Standard Industrial Waste Permit activities is 1 hour, 30 minutes.

The average amount of Plans/Permit Aide time not included in the indirect cost rate required to manage the database, process/print/scan permits and verify all requirements are met is 30 minutes.

The hourly salary, including fringe benefits, for an Environmental Health Specialist is \$51.32.

The hourly salary, including fringe benefits, for a Sr. Environmental Hlth Spec is \$53.85.

The hourly salary, including fringe benefits, for a Environmental Health Specialist Supervisor is \$59.85.

The hourly salary, including fringe benefits, for a Plans/Permit/App Aide is \$36.99.

Each additional hour over 1.5 hours will be charged at the rate of \$51.00 per hour per Environmental Health Specialist. This fee is charged for facilities that are more than 100 miles from the Washoe County Health District and when the processes to be evaluated are complex and need additional time to fully verify.

The computation of the Non-Standard Industrial Waste Permit fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Plan/Permit/App Aide	\$36.99	0.500	\$18.50
Env Supv/Sr Env Hlth Spec/Env Hlth Spec combo	\$53.19	1.500	\$79.78
*10% Env Supv; 40% Sr Env Hlth Spec; 50% Env Health Spec			Indirect Cost-EHS \$20.76
EHS Indirect Cost Rate	21.13%		Indirect Cost-CoCAP (County) \$28.17
CoCAP (County) Indirect Cost			<b>Subtotal \$147.21</b>
Rate-EHS Division	28.67%		IT Overlay \$4.00
			<b>Total Cost \$151.21</b>

The Non-Standard Industrial Waste Permit fee is \$151.00.

## BIOHAZARDOUS WASTE TRANSFER STATION PERMIT FEE

The Biohazardous Waste Transfer Station Permit fee is based on the average amount of staff time it takes to conduct one inspection and one reinspection to determine compliance with permit conditions prior to issuance of a permit or renewal of a permit. This includes the time it takes to review the annual report and to produce a written report of findings. The inspection includes evaluation of waste handling procedures, verification of record keeping and load checking.

The average time spent by the Env. Hlth. Spec. Supv./Sr. Env. Hlth. Spec. to perform the Biohazardous Waste Transfer Station Permit activities is 2 hours, 10 minutes.

The hourly salary, including fringe benefits, for an Env. Hlth. Spec. Supv./Sr. Env. Hlth. Spec. combo is \$56.85.

The average amount of Plans/Permit Aide time not included in the indirect cost rate required to manage the database, process/print/scan permits and verify all requirements are met is 30 minutes.

The hourly salary, including fringe benefits, for a Plans/Permit/App Aide is \$36.99.

The computation of the permit fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Env Supv/Sr Env Hlth Spec/Env Hlth Spec combo	\$56.85	2.167	\$123.18
Plan/Permit/App Aide	\$36.99	0.500	\$18.50
EHS Indirect Cost Rate	21.13%	Indirect Cost-EHS	\$29.93
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%	Indirect Cost-CoCAP (County)	\$40.62
		<b>Subtotal</b>	<b>\$212.22</b>
		IT Overlay	\$4.00
		<b>Total Cost</b>	<b>\$216.22</b>

The Biohazardous Waste Transfer Station Permit fee is \$216.00.

## BIOHAZARDOUS WASTE TRANSPORTER PERMIT FEE

The Biohazardous Waste Transporter Permit fee is based on the average amount of staff time it takes to conduct one inspection, review compliance with approved operations plan, review tracking documents for accuracy and completeness and produce a written report of findings.

The average time spent by the Env. Hlth. Spec. Supv./Sr. Env. Hlth. Spec./Env. Hlth. Spec. to perform the Biohazardous Waste Transporter activities is 1 hour, 40 minutes.

The hourly salary, including fringe benefits, for a Environmental Health Specialist Supervisor is \$59.85.

The hourly salary, including fringe benefits, for a Sr. Environmental Hlth Spec is \$53.85.

The hourly salary, including fringe benefits, for an Environmental Health Specialist is \$51.32.

The average amount of Plans/Permit Aide time not included in the indirect cost rate required to manage the database, process/print/scan permits and verify all requirements are met is 30 minutes.

The hourly salary, including fringe benefits, for a Plans/Permit/App Aide is \$36.99.

The computation of the Biohazardous Waste Transporter Permit fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Plan/Permit/App Aide	\$36.99	0.500	\$18.50
Env Supv/Sr Env Hlth Spec/Env Hlth Spec combo	\$53.19	1.667	\$88.64
*10% Env Supv; 40% Sr Env Hlth Spec; 50% Env Health Spec			
EHS Indirect Cost Rate	21.13%	Indirect Cost-EHS	\$22.64
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%	Indirect Cost-CoCAP (Co)	\$30.72
		<b>Subtotal</b>	<b>\$160.49</b>
		IT Overlay	\$4.00
		<b>Total Cost</b>	<b>\$164.49</b>

The Biohazardous Waste Transporter fee is \$165.00.



## BIOSOLIDS PERMIT FEE

The Biosolids Permit fee is based on the average amount of staff time it takes to evaluate the source of the biosolids, determine if the biosolids are appropriate for landfill disposal, review and approve or deny laboratory analytical results. The fee also covers one inspection and reinspection annually to ensure compliance with the original permit application, as well as the time it takes to review the annual analytical and volume report.

The average time spent by the Env. Hlth. Spec. Supv./Sr. Env. Hlth. Spec./Env. Hlth. Spec. to perform the Biosolids fee activities is 1 hour, 30 minutes.

The hourly salary, including fringe benefits, for a Environmental Health Specialist Supervisor is \$59.85.  
 The hourly salary, including fringe benefits, for a Sr. Environmental Hlth Spec is \$53.85.  
 The hourly salary, including fringe benefits, for an Environmental Health Specialist is \$51.32.

The average amount of Plans/Permit Aide time not included in the indirect cost rate required to manage the database, process/print/scan permits and verify all requirements are met is 30 minutes.

The hourly salary, including fringe benefits, for a Plans/Permit/App Aide is \$36.99.

The computation of the Biosolids Permit fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Plan/Permit/App Aide	\$36.99	0.500	\$18.50
Env Supv/Sr Env Hlth Spec/Env Hlth Spec combo	\$53.19	1.500	\$79.78
*10% Env Supv; 40% Sr Env Hlth Spec; 50% Env Health Spec			Indirect Cost-EHS
EHS Indirect Cost Rate	21.13%		\$20.76
CoCAP (County) Indirect Cost			Indirect Cost-CoCAP (County)
Rate-EHS Division	28.67%		\$28.17
			<b>Subtotal</b>
			<b>\$147.21</b>
			IT Overlay
			\$4.00
			<b>Total Cost</b>
			<b>\$151.21</b>

The Biosolids Permit fee is \$151.00.

## MATERIALS RECOVERY/RECYCLING FACILITY PERMIT

The Materials Recovery/Recycling Facility Permit fee is based on the average amount of time it takes staff to conduct one compliance inspection and one reinspection prior to permit issuance or renewal. The purpose of the inspections is to determine if the facility is operating in accordance with the approved operations plan and applicable regulations, as well as permit conditions. Waste handling, processing and storage, as well as record keeping and load checking are reviewed during an inspection.

The average time spent by the Env. Hlth. Spec. Supv./Sr. Env. Hlth. Spec./Env. Hlth. Spec. to perform a Waste Reduction/Recycling Facility Permit fee inspection is one (1) hour, 20 minutes.

The hourly salary, including fringe benefits, for an Env. Hlth. Spec. Supv./Sr. Env. Hlth. Spec./Env. Hlth. Spec. combo is \$55.01.

The average amount of Plans/Permit Aide time not included in the indirect cost rate required to manage the database, process/print/scan permits, verify all requirements are met and distribute and maintain the recycling reports is 45 minutes.

The hourly salary, including fringe benefits, for a Plans/Permit/App Aide is \$36.99.

The computation of the Materials Recovery/Recycling Facility Permit fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Plan/Permit/App Aide	\$36.99	0.750	\$27.74
Env Supv/Sr Env Hlth Spec/Env Hlth Spec combo	\$55.01	1.333	\$73.34
EHS Indirect Cost Rate	21.13%		Indirect Cost-EHS \$21.36
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%		Indirect Cost-CoCAP (County) \$28.98
			<b>Subtotal \$151.42</b>
			IT Overlay \$4.00
			<b>Total Cost \$155.42</b>

The Materials Recovery/Recycling Facility Permit fee is \$155.00.

## LANDFILL OPERATIONS PERMIT FEE

The Landfill Operations Permit fee is based on the average amount of staff time it takes to conduct quarterly inspections to determine compliance with approved operations plans, review of semi-annual environmental monitoring reports, review and evaluate financial assurance documents on an annual basis and ensure permit conditions are updated. Acting as the Solid Waste Management Authority, staff is required to ensure that the landfill operations are consistent with the permit issued under that authority. Inspections include evaluation of land filling methods, size of the landfill face, record keeping, environmental monitoring activities and proper load checking to exclude prohibited wastes.

The average time spent by the Env. Hlth. Spec. Supv./Sr. Env. Hlth. Spec. to perform the Landfill Operations Permit activities is 12 hours.

The hourly salary, including fringe benefits, for a Environmental Health Specialist Supervisor is \$59.85. The hourly salary, including fringe benefits, for a Sr. Environmental Hlth Spec is \$53.85.

The average amount of Plans/Permit Aide time not included in the indirect cost rate required to perform the processing and scanning of reports/letters and files related to landfill permitting and oversight is four (4) hours.

The hourly salary, including fringe benefits, for a Plans/Permit/App Aide is \$36.99.

The computation of the Landfill Operations Permit fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Plan/Permit/App Aide	\$36.99	4.000	\$147.96
Env Supv/Sr Env Hlth Spec combo	\$57.45	12.000	\$689.40
*60% Env Supv; 40% Sr Env Hlth Spec			
EHS Indirect Cost Rate	21.13%	Indirect Cost-EHS	\$176.93
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%	Indirect Cost-CoCAP (County)	\$240.07
		<b>Subtotal</b>	<b>\$1,254.37</b>
		IT Overlay	\$4.00
		<b>Total Cost</b>	<b>\$1,258.37</b>

The Landfill Operations Permit fee is \$1,258.00.

**MUNICIPAL SOLID WASTE SYSTEM INSPECTION  
EXTRA HOURS FEE**

The Municipal Solid Waste Inspection-Extra Hours Fee is charged when the time needed to conduct a municipal solid waste system inspection exceeds the average amount of time allotted for that inspection. Municipal solid waste systems include: Biohazardous Waste Transfer Stations, Biohazardous Waste Treatment Facilities, Biohazardous Waste Transporters, Biohazardous Waste Generators, Biosolid Generators, Waste Tire Management Facilities, Waste Tire Haulers, Waste Reduction/Recycling Facilities, Municipal Solid Waste Landfills (Classes I, II, III), Municipal Solid Waste Transfer Stations, Waste Hauler Operations (Domestic and Import), Composting Facilities. This fee is assessed to recover costs associated with inspections that take more time to complete due to non-compliance issues or due to the travel time needed to conduct the inspection.

The hourly salary, including fringe benefits, for a Sr. Environmental Health Specialist/  
Environmental Health Specialist combo is \$52.59.

Personnel	Hourly Rate	# of Hours	Cost
Sr. Env Hlth Spec/Env Hlth Spec Combo	\$52.59	1.000	\$52.59
EHS Indirect Cost Rate	21.13%		Indirect Cost-EHS \$11.11
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%		Indirect Cost-CoCAP (County) \$15.08
			<b>Subtotal \$78.77</b>
			IT Overlay \$0.00
			<b>Total Cost \$78.77</b>

A \$79.00 per hour fee will be assessed.

## WASTE TIRE HAULER PERMIT FEE

The Waste Tire Hauler Permit fee is based on the average amount of staff time it takes to conduct one inspection annually, send correspondence regarding submittal of semi-annual reports, review the reports and produce written documentation of said activities. An inspection includes reviewing record keeping, evaluation of transportation units, such as truck and drop boxes and compliance with permit conditions.

The average time spent by the Env. Hlth. Spec. Supv./Sr. Env. Hlth. Spec./Env. Hlth. Spec. to perform the Waste Tire Hauler Permit activities is 1 hour.

The hourly salary, including fringe benefits, for an Environmental Health Specialist is \$51.32.

The hourly salary, including fringe benefits, for a Sr. Environmental Hlth Spec is \$53.85.

The hourly salary, including fringe benefits, for a Environmental Health Specialist Supervisor is \$59.85.

The average amount of Plans/Permit Aide time not included in the indirect cost rate required to process/print/scan permits and letters, verify all requirements are met, and issue the Waste Tire Hauler vehicle stickers is 45 minutes.

The hourly salary, including fringe benefits, for a Plans/Permit/App Aide is \$36.99.

The computation of the Waste Tire Hauler Permit fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Plan/Permit/App Aide	\$36.99	0.750	\$27.74
Env Supv/Sr Env Hlth Spec combo	\$53.19	1.000	\$53.19
*10% Env Supv; 40% Sr Env Hlth Spec; 50% Env Health Spec			
EHS Indirect Cost Rate	21.13%	Indirect Cost-EHS	\$17.10
CoCAP (County) Indirect Cost		Indirect Cost-CoCAP (County)	\$23.20
Rate-EHS Division	28.67%	<b>Subtotal</b>	<b>\$121.23</b>
		IT Overlay	\$4.00
		<b>Total Cost</b>	<b>\$125.23</b>

The Waste Tie Hauler Permit fee is \$125.00.

**PUBLIC ACCOMMODATIONS INSPECTION FEE**

The Public Accommodations Inspection fee is based on the average staff time to conduct an annual inspection and reinspection to determine compliance with applicable regulations. Inspections include evaluation of sanitation, water source, sewage disposal, vector control, cleaning and sanitization methods and chemical use/storage. The average time differs based on the number of rooms in each establishment.

Category	Personnel	Hourly Rate	# of Hours	Cost	Indirect Cost CoCAP (County)		Subtotal	IT Overlay	Total Cost	Permit Fee
					21.13% Rate	28.67% Indirect Cost				
Up to 50 Rooms	Environmental Health Specialist	51.32	1.70	\$87.24	\$18.43	\$25.01	\$130.69	\$4.00	\$ 134.69	\$ 135.00
51 - 100 Rooms	Environmental Health Specialist	51.32	1.88	\$96.64	\$20.42	\$27.71	\$144.76	\$4.00	\$ 148.76	\$ 149.00
101 - 200 Rooms	Environmental Health Specialist	51.32	2.80	\$143.70	\$30.36	\$41.20	\$215.26	\$4.00	\$ 219.26	\$ 219.00
201 - 300 Rooms	Environmental Health Specialist	51.32	2.07	\$106.08	\$22.41	\$30.41	\$158.91	\$4.00	\$ 162.91	\$ 163.00
301 - 500 Rooms	Environmental Health Specialist	51.32	2.07	\$106.08	\$22.41	\$30.41	\$158.91	\$4.00	\$ 162.91	\$ 163.00
501 - 1000 Rooms	Environmental Health Specialist	51.32	3.00	\$153.96	\$32.53	\$44.14	\$230.63	\$4.00	\$ 234.63	\$ 235.00
1000 or More Rooms	Environmental Health Specialist	51.32	3.50	\$179.62	\$37.95	\$51.50	\$269.07	\$4.00	\$ 273.07	\$ 273.00

## INVASIVE BODY DECORATION TEMPORARY PERMIT FEE

The Invasive Body Decoration (IBD) Temporary Permit fee is for an IBD practitioner to set up a temporary operation without wheels in conjunction with a special event not to exceed fourteen (14) days of operation. The fee is based on the cost of performing one inspection prior to the beginning of operations and one inspection while the event is going on; issuing the permit and the cost of one copy of the IBD regulations.

The average time required by an Environmental Health Specialist to conduct two inspections and to complete the associated paperwork and issue the permit is 1 hour, 15 minutes.

The hourly salary, including fringe benefits, for an Environmental Health Specialist is \$51.32.

The computation of the Invasive Body Decoration Temporary Permit fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Environmental Health Specialist	\$51.32	1.250	\$64.15
EHS Indirect Cost Rate	21.13%	Indirect Cost-EHS	\$13.55
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%	Indirect Cost-CoCAP (County)	\$18.39
		<b>Subtotal</b>	<b>\$96.10</b>
		IT Overlay	\$4.00
		Copy of IBD Regulations	\$5.00
		<b>Total Cost</b>	<b>\$105.10</b>

The Invasive Body Decoration Temporary Permit fee is \$105.00.

## HAZARDOUS WASTE/MATERIALS SPILL RESPONSE FEE

The Hazardous Waste/Materials Spill Response fee is based on the average amount of staff time it takes to respond to a spill of hazardous waste or materials. This is an emergency response and requires staff to assess the risk of the situation and to provide technical assistance or oversight to other emergency responders until such time as the spill has been controlled or stabilized and there is no longer a threat to public health. This time includes documentation of decisions made and actions taken. The fee is charged to the "person or company responsible for the spill".

Examples of spill response include, but are not limited to: fuel spills, clandestine drug labs, request to characterize unknown substances, etc.

The average time spent by the Environmental Health Specialist to respond to a Hazardous Waste/Materials Spill is 1 hour, 55 minutes.

The computation of the Hazardous Waste/Materials Spill Response fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Environmental Health Specialist	\$51.32	1.917	\$98.36
EHS Indirect Cost Rate	21.13%	Indirect Cost-EHS	\$20.78
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%	Indirect Cost-CoCAP (County)	\$28.20
		<b>Subtotal</b>	<b>\$147.35</b>
		IT Overlay	\$4.00
		<b>Total Cost</b>	<b>\$151.35</b>

The Hazardous Waste/Materials Spill Response fee is \$151.00.



**WATER SAMPLE/SEPTIC SYSTEM EVALUATION OR CERTIFICATION  
For Mortgage Loan**

The Water Sample/Septic System Evaluation fee is based upon the cost of staff time to collect a water sample, to examine the property malfunctions in the septic system, and to process the necessary forms.

An average of two (2) hours is required to collect and properly deliver the water samples to the laboratory and to evaluate the septic system by an Environmental Health Specialist.

The hourly salary, including fringe benefits, for an Environmental Health Specialist is \$51.32.

A Sr. Licensed Engineer spends an average of 30 minutes evaluating the water sample results, making appropriate follow-up evaluations and determining the need for additional evaluations or samplings. The hourly salary, including fringe benefits, for a Sr. Licensed Engineer is \$67.51.

The computation of the Water Sample/Septic System Evaluation fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Environmental Health Specialist	\$51.32	2.000	\$102.64
Sr. Licensed Engineer	\$67.51	0.500	\$33.76
EHS Indirect Cost Rate	21.13%		Indirect Cost-EHS \$28.82
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%		Indirect Cost-CoCAP (County) \$39.10
			<b>Subtotal \$204.32</b>
			IT Overlay \$4.00
			<b>Total Cost \$208.32</b>

The Water Sample/Septic System Evaluation fee is \$208.00.

**Certification Only**

When the request for service is only to certify that the water well and septic system were installed according to regulations in force and effect at the time of installation, a service charge would be assessed only for the clerical component.

The hourly salary, including fringe benefits, for a Plans/Permit/App Aide is \$36.99.

The computation of the Water Sample/Septic System Certification fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Plans/Permit/App Aide	\$36.99	0.500	\$18.50
EHS Indirect Cost Rate	21.13%		Indirect Cost-EHS \$3.91
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%		Indirect Cost-CoCAP (County) \$5.30
			<b>Subtotal \$27.71</b>
			IT Overlay \$4.00
			<b>Total Cost \$31.71</b>

The Water Sample/Septic System Certification fee is \$32.00.

The Water Sample/Septic System Evaluation-Lab Fee is \$112.00 per the current fee charged by the Nevada State Health Laboratory.

**VECTOR-BORNE DISEASES PROGRAM  
CONSTRUCTION PLAN REVIEW FEE  
WITH AND WITHOUT CATCH BASINS**

The fee for reviewing a submitted Construction Plan is based upon the cost of the Vector-Borne Diseases staff to complete the review. Review time calculations include review and condition preparation, travel for on-site inspection, and meetings with applicants' professional representatives. This fee is based on the premise that only one plan review and/or on-site inspection is required.

During the Construction Plan review, stamped engineering plans and drawings are evaluated to determine the impact of planned project features such as water drainage infrastructure, drainage channels, vegetated swales, detention/retention ponds, catch basins on mosquito breeding habitat. In addition, any soil stabilization strategies, such as rockery wall, or Talus treatments are also evaluated to mitigate the impact of rodent breeding habitat.

The minimum amount of time required for a Vector Borne Disease Spec/Vector Control Coordinator to complete a plan review without a catch basin is three (3) hours, 30 minutes.

The minimum amount of time required for a Vector Borne Disease Spec/Vector Control Coordinator to complete a plan review with a catch basin is four (4) hours, 30 minutes.

The hourly salary, including fringe benefits, for a Vector Borne Disease Specialist is \$51.32. The hourly salary, including fringe benefits, for a Vector Control Coordinator is \$59.85.

The computation of the Construction Plan Review fees is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Vector Borne Dis Spec/Vector Control Coord	\$59.00	3.500	\$206.49
*10% Vector Borne Dis Spec/90% Vector Control Coord			Indirect Cost-EHS \$43.63
EHS Indirect Cost Rate	21.13%		Indirect Cost-CoCAP (County) \$59.20
CoCAP (County) Indirect Cost			<b>Subtotal \$309.32</b>
Rate-EHS Division	28.67%		IT Overlay \$4.00
			<b>Total Cost \$313.32</b>

The Vector-Borne Diseases Construction Plan Review without catch basins fee is \$313.00.

Vector Borne Dis Spec/Vector Control Coord	\$59.00	4.500	\$265.49
*10% Vector Borne Dis Spec/90% Vector Control Coord			Indirect Cost-EHS \$56.10
EHS Indirect Cost Rate	21.13%		Indirect Cost-CoCAP (County) \$76.11
CoCAP (County) Indirect Cost			<b>Subtotal \$397.70</b>
Rate-EHS Division	28.67%		IT Overlay \$4.00
			<b>Total Cost \$401.70</b>

The Vector-Borne Diseases Construction Plan Review with catch basins fee is \$402.00.

**VECTOR-BORNE DISEASES PROGRAM  
FINAL MAP REVIEW FEE**

The fee to review a submitted Final Subdivision Map is based upon on the cost of the Vector-Borne Diseases review services to complete the review in cooperation with a representative of the developer. The presumption is made that all conditions imposed on the tentative map have been met before the review of the final map occurs.

The minimum amount of time required for a Vector Borne Disease Spec/Vector Control Coordinator to review the map is one (1) hour, 30 minutes.

The hourly salary, including fringe benefits, for a Vector Borne Disease Specialist is \$51.32. The hourly salary, including fringe benefits, for a Vector Control Coordinator is \$59.85.

The computation of the Final Map Review fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Vector Borne Dis Spec/Vector Control Coord	\$59.00	1.500	\$88.50
*10% Vector Borne Dis Spec/90% Vector Control Coord			
EHS Indirect Cost Rate	21.13%	Indirect Cost-EHS	\$18.70
CoCAP (County) Indirect Cost Rate-EHS Division	28.67%	Indirect Cost-CoCAP (County)	\$25.37
		<b>Subtotal</b>	<b>\$132.57</b>
		IT Overlay	\$4.00
		<b>Total Cost</b>	<b>\$136.57</b>

The Vector-Borne Diseases Final Map Review fee is \$137.00.

**VECTOR-BORNE DISEASES PROGRAM  
SPECIAL USE PERMIT/SITE PLAN REVIEW/MAJOR SPECIAL  
USE PERMIT FEE**

The fee to review the submitted Special Use Permit/Site Plan/Major Special Use Permit map is based upon the cost of the Vector-Borne Diseases staff to complete the review. The review activity includes the additional time spent to reviewing and conditions required for compliance with the Washoe County District Board of Health Regulations governing the Prevention of Vector-Borne Diseases.

The minimum amount of time required for a Vector Borne Disease Spec/Vector Control Coordinator to review the map is one (1) hour, 30 minutes.

The hourly salary, including fringe benefits, for a Vector Borne Disease Specialist is \$51.32. The hourly salary, including fringe benefits, for a Vector Control Coordinator is \$59.85.

The computation of the Special Use Permit/Site Plan Review/Major Special Use Permit fee is as follows:

<b>Personnel</b>	<b>Hourly Rate</b>	<b># of Hours</b>	<b>Cost</b>
Vector Borne Dis Spec/Vector Control Coord	\$59.00	1.500	\$88.50
*10% Vector Borne Dis Spec/90% Vector Control Coord			Indirect Cost-EHS \$18.70
EHS Indirect Cost Rate	21.13%		Indirect Cost-CoCAP (County) \$25.37
CoCAP (County) Indirect Cost			<b>Subtotal \$132.57</b>
Rate-EHS Division	28.67%		IT Overlay \$4.00
			<b>Total Cost \$136.57</b>

The Vector-Borne Diseases Special Use Permit/Site Plan Review/Major Special Use Permit fee is \$137.00

**VECTOR-BORNE DISEASES PROGRAM  
ZONING MAP/MASTER PLAN/MAJOR PROJECT/CHANGE OF  
LAND USE PLAN REVIEW FEE**

The Zoning Map/Master Plan/Major Project & Change of Land Use Plan Review fee is based upon the cost of reviewing amended site plans. The fee applies only to non-residential construction. The fee is based on the additional time spent reviewing projects for compliance with the various health regulations or the additional time required to review owner initiated revised plans. This fee is based on the premise that only one plan review and/or on-site inspection is required.

During the review, stamped engineering plans and drawings are evaluated to determine the impact of planned project features such as water drainage infrastructure, drainage channels, vegetated swales, detention/retention ponds, on mosquito breeding habitat. In addition, any soil stabilization strategies, such as rockery wall, or Talus treatments are also evaluated to mitigate the impact of rodent breeding habitat.

The average amount of time required for a Vector Borne Disease Spec/Vector Control Coordinator to conduct one plan review is one (1) hour.

The hourly salary, including fringe benefits, for a Vector Borne Disease Specialist is \$51.32. The hourly salary, including fringe benefits, for a Vector Control Coordinator is \$59.85.

The computation of the Zoning Map/Master Plan/Major Project/Change of Land Use Plan Review fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Vector Borne Dis Spec/Vector Control Coord	\$59.00	1.000	\$59.00
*10% Vector Borne Dis Spec/90% Vector Control Coord			Indirect Cost-EHS \$12.47
EHS Indirect Cost Rate	21.13%		Indirect Cost-CoCAP (County) \$16.91
CoCAP (County) Indirect Cost			<b>Subtotal \$88.38</b>
Rate-EHS Division	28.67%		IT Overlay \$4.00
			<b>Total Cost \$92.38</b>

The Vector-Borne Diseases Zoning Map/Master Plan/Major Project/Change of Land Use Plan Review Fee is \$92.00.

**VECTOR-BORNE DISEASES PROGRAM  
COMMUNITY DEVELOPMENT APPLICATION REVIEW FEE**

The fee for reviewing a submitted Community Development Application is based upon the cost of the Vector-Borne Diseases staff to complete the review. Review time calculations include review and condition preparation, travel for on-site inspection, and meetings with applicants' professional representatives. This fee is based on the premise that only one plan review and/or on-site inspection is required.

During the review, stamped engineering plans and drawings are evaluated to determine the impact of planned project features such as water drainage infrastructure, drainage channels, vegetated swales, detention/retention ponds, on mosquito breeding habitat. In addition, any soil stabilization strategies, such as rockery wall, or Talus treatments are also evaluated to mitigate the impact of rodent breeding habitat.

The Community Development Application Review involves review of any of the following:

- Abandonment
- Administrative Permit
- Boundary Line Adjustment
- Division of Large Parcels
- Variance
- Reversion to Acreage
- Hand Books

The minimum amount of time required for a Vector Borne Disease Spec/Vector Control Coordinator to complete a plan review is two (2) hours.

The hourly salary, including fringe benefits, for a Vector Borne Disease Specialist is \$51.32.  
The hourly salary, including fringe benefits, for a Vector Control Coordinator is \$59.85.

The computation of the Community Development Application Review fee is as follows:

Personnel	Hourly Rate	# of Hours	Cost
Vector Borne Dis Spec/Vector Control Coord	\$59.00	2.000	\$117.99
*10% Vector Borne Dis Spec/90% Vector Control Coord			
EHS Indirect Cost Rate	21.13%	Indirect Cost-EHS	\$24.93
CoCAP (County) Indirect Cost		Indirect Cost-CoCAP (County)	\$33.83
Rate-EHS Division	28.67%	<b>Subtotal</b>	<b>\$176.76</b>
		IT Overlay	\$4.00
		<b>Total Cost</b>	<b>\$180.76</b>

The Vector-Borne Diseases Community Development Application Review Fee is \$181.00