



State of Nevada  
**Board of Environmental Health Specialists**

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**MINUTES OF PUBLIC MEETING**  
**June 14, 2021**

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Members Present: Brian Northam, Amber English, Drew Skeen, Teresa Hayes  
Members Absent: James Barnes  
Staff Present: Loretta Ponton, Executive Director  
Henna Rasul, Sr. Deputy Attorney General  
Public Present: None

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Chair Northam called the meeting to order at 10:27 a.m. A voice roll call confirmed a quorum was present.

**Public Comment:** There were no comments.

**Approval of the Minutes:** Chair Northam asked if there were any corrections or revisions to the meeting minutes of February 22, 2021. Hearing none, called for a motion.

Teresa Hayes made the motion, seconded by Amber English to approve the minutes of February 22, 2022. The motion passed.

**Request for Approval of Prior Work Experience, Erick Lamun** – Chair Northam asked if there were any questions regarding the request for credit for prior work experience.

Amber English disclosed that Mr. Lamun is employed by Washoe County and that she does not directly supervise Mr. Lamun. Ms. English stated she can make an objective determination as to the merits of the request.

Loretta Ponton summarized the Mr. Lamun's request for six-months credit toward the training period for his work as Animal Services Field Supervisor at Washoe County Animal Services. Mr. Lamun has completed 18 months of training; if his request is approved, he will be eligible to take the REHS exam and upon passage convert his trainee registration to full REHS.

Mr. Northam stated Mr. Lamun's prior employment history shows almost 2 years and 9 months of experience.

Teresa Hayes stated it does not cover all the duties that are normally done as a generalist; the experience seems narrow in scope. Brian Northam agreed for a generalist; however, in his work experience the scope is more directed. Amber English stated it does seem narrow.

Upon discussion, the members were in consensus that the request for 6-months credit was reasonable.

Brian Northam made the motion to approve six-months credit for prior experience and training as requested by Mr. Erick Lamun. The motion was seconded by Teresa Hayes. The motion passed.

**Request for Waiver of CE Requirement, Stefan Russakow** – Chair Northam asked Loretta Ponton for clarification of the request.

Ms. Ponton stated Mr. Russakow was registered December 21, 2018 and was selected for random audit of continuing education certified as completed on his renewal dated October 21, 2020. He is self-employed and is currently not working due to the impact of COVID having contracted COVID-19 from which he is still recovering. Mr. Russakow completed 13.5 hours of continuing education in February of 2020.

Brian Northam made the motion to waive the remaining continuing education hours due to extenuating circumstances in 2020 due to COVID-19; and to automatically include Mr. Russakow in the CE audit for 2022. Teresa Hayes seconded the motion. The motion passed.

**Registrations:** Chair Northam asked if there were any comments or questions on the registrations issued by staff. Hearing none called for a motion.

Brian Northam made the motion, seconded by Teresa Hayes to ratify the registrations issued by staff as listed. The motion passed.

**Reserve Funds & FY 2022 Budget:** Chair Northam asked Loretta Ponton to present.

Reserve Funds: Loretta Ponton summarized Policy 04 Reserve Funds and provided a 6-year analysis of actual revenue and expenses. Current cash on hand available represents approximately 13.5 months of expenses which is within the minimum 1-year established in policy. Expenses are budgeted at minimal levels with no allowance for set-asides for unanticipated expenses, website or on-line service enhancements or Board initiatives and trainings.

Ms. Ponton stated the Board may want to consider as a future agenda item a minimal increase in initial fees and/or renewal fees or other combination of fees. A regulation revision would be required.

Brian Northam and Amber English expressed support for a discussion of fee increases.

FY 2022 Budget: Ms. Ponton presented the FY 2022 Budget stating the budget is again at minimal levels with a slight reduction in revenue due to fewer EHST registrants eligible to convert to REHS status.

Brian Northam asked if there were any questions on the proposed FY 2022 Budget. Hearing none, called for a motion.

Amber English made the motion, seconded by Teresa Hayes to approve the FY 2022 Budget as presented. The motion passed.

**Executive Director's Report:** Chair Northam called upon Ms. Ponton. Ms. Ponton directed the members to the written report and provided a summary of registration statistics.

Financial Statements - Ms. Ponton provided a review of the Board's FY 21 3<sup>rd</sup> quarter financial statements as of March 31, 2021, and the May 31, 2021, financial statements. Ms. Ponton reported revenue and expenses are within budget and are projected to be very close to budgeted amount by fiscal year end.

Loretta Ponton reported on the CE audit, stating 78 REHS registrants were audited for the period 2018 – 2020. One individual has not responded, and 2 individuals' emails were returned. Follow up will be conducted.

Ms. Ponton provided a summary report of the 81<sup>st</sup> Legislative Session, stating there were no bills enacted that directly affect the practice of environmental health. Ms. Ponton summarized 4 bills that impact Board administration; and stated that Boards' reorganization efforts did not surface with only one bill introduced, SB 335 which died in Committee without hearing.

Ms. Ponton concluded with an update on the activities of the Administrative Collaborative.

Brian Northam called for a motion.

Amber English made the motion, seconded by Drew Skeen to approve the Executive Director's Report and Financial Statements. The motion passed.

**Report by Deputy Attorney General:** Henna Rasul stated she had no report.

**Report by Board Chair** – Chair Northam stated he had nothing more to report and asked members if they had any comments or future agenda items.

The Board meeting scheduled for October 18, 2021, will include a Regulatory Workshop to discuss fees; the calendar year 2022 meeting schedule was reviewed with consensus on meeting dates of February 28, 2022; June 13, 2022, and October 17, 2022.

Teresa Hayes reported they lost 3 positions; however, the positions were reinstated with funding received from the Save America Grant.

Brian Northam reported the SNHD has 12 position openings; recruitment has been difficult, and they even had some new hires not report to work.

**Public Comment:** Chair Northam asked for public comments. There were no public comments.

**Adjournment:** Chair Northam adjourned the meeting at 11:20 a.m.