Memorandum

Date: November 5, 2026

TO: Jon Pennell, Chairman, State Board of Health

FROM: Andrea Rivers, Secretary, State Board of health

RE: NAC 640E.300 Reappointment of Dietician Advisory Group Members

The Dietician Advisory Group was established pursuant to NRS 640E.130, wherein the Board of Health is authorized to appoint members. Pursuant to NAC 640E.300(4), if a vacancy occurs in the membership of the Advisory Group, the Board will appoint a qualified person to fill the vacancy.

This is a request to reappoint two licensed dietician members to the Dietician Advisory Group and would serve a four-year term, if appointed, four year term 11/5/2026 – 11/4/2030

The Dietician Advisory Group met on November 5, 2026, to review and provide a recommendation for reappointment to the Board of Health. The recommendation following the November 5, 2026, meeting was as follows:

- The Dietician Advisory Group hereby reappoints of licensed dietician Sachiko Tokunaga de St. Jeor and Cheryl Kapalka, MPH, RD, CNSC, CSP, both serving members to the Dietician Advisory Group. Four-year term 11/5/2026 – 11/4/2030.
- The resumes of Sachiko Tokunaga de St. Jeor and Cherl Kapalka, MPH, RD, CNSC, CSP are included for your reference.

Staff Review

Pursuant to NAC 640E.300(4), if a vacancy occurs in the membership of the Advisory Group, the Board will appoint a qualified person to fill the vacancy.

Public Comment Received

None.

Staff Recommendation

Staff recommends that the Board reappoint licensed dieticians Sachiko Tokunaga de St. Jeor and Cheryl Kapalka, MPH, RD, CNSC, CSP to the Dietician Advisory Group, Four-year term 11/5/2026 – 11/4/2030.

Presenter

Rebecca Heidker, Ph.D.

Health Facilities Inspection Manager | Medical Laboratories

Nevada Health Authority

Division of Health Care Purchasing and Compliance

CURRICULUM VITAE

Sachiko Tokunaga (de)St. Jeor

I. PERSONAL DATA:

Birth: Los Angeles, California

Home Address:

[redacted]

Home: [redacted]
Cell: [redacted]

Married: Two children; 6 Grandchildren

Office:

GenQuest Laboratories
133 Coney Island Drive
Sparks, NV 89431
Office: 775 358-0652
Fax: 775 358-0657

II. EDUCATION:

B.A. 1963	University of Utah, Salt Lake City, Utah (Nutrition)
(R.D.) 1963-64	Clinical Nutrition Internship (Registered Dietitian), State University of Iowa Hospitals, Iowa City, Iowa
M.S. 1965	State University of Iowa, Iowa City, Iowa (Nutrition)
Ph.D. 1980	Pennsylvania State University, University Park, Pennsylvania (Nutrition)

III. PROFESSIONAL EXPERIENCE:

2015 -	CEO, GenQuest Nutrition, Reno, NV
2012 -	Professor of Internal Medicine Emerita, Reno; Adjunct Professor of Family Medicine, Las Vegas, University of Nevada School of Medicine, Reno and Las Vegas, NV 89557
2010 - 2012	Professor of Clinical Medicine (tenured), Division of Endocrinology, Nutrition and Metabolism, Department of Internal Medicine; Adjunct Professor, Department of Family and Community Medicine (LV), UNSOM, Reno and Las Vegas, Nevada.
2003- 2010	Professor and Chief, Division of Medical Nutrition and Director, Center for Nutrition and Metabolism, Professor of Clinical Medicine (tenured), Department of Internal Medicine, University of Nevada School of Medicine (UNSOM), Reno, Nevada
1990-2003	Director, Nutrition Education and Research Program (1990-2003) and Professor (tenured, 1990) of Clinical Medicine (Internal Medicine and Family Medicine), University of Nevada School of Medicine, and Professor of Nutrition, Department of Nutrition, College of Human and Community Sciences, University of Nevada, Reno, Nevada;
1984-1990	Director and Associate Professor, Nutrition Education and Research Program and Departments of Family and Community Medicine and Internal Medicine, UNSOM, Reno, Nevada
1982-1984	Director and Assistant Professor, Nutrition Education and Research Program, Department of Family and Community Medicine and Internal Medicine, UNSOM, Reno, Nevada
1980-1982	Assistant Professor, Departments of Family and Community Medicine, Internal Medicine and Pediatrics, University of Nevada School of Medicine (UNSOM), Reno, Nevada
1974-1979	Director, Nutrition Behavior Clinic and Instructor, Departments of Behavioral Science and Int. Med., Hershey Medical Center, College of Medicine, Pennsylvania State University, Hershey, PA.
1973-1974	Instructor, Pennsylvania State University, Commonwealth Campuses, Reading and York, PA.
1971-1973	Nutrition Research Consultant, Clinical Research Center, Temple University Hospital, Philadelphia, Pennsylvania
1969-1971	Research Dietitian, Clinical Study Center and Shriner's Burn Institute, University Texas Medical Branch, Galveston, Texas
1965-1969	Head Research Dietitian and Clinical Instructor, Clinical Research Center, University of Utah College of Medicine, Salt Lake City, Utah
1964-1965	Metabolic Dietitian and Technical Laboratory Assistant, Division of Metabolism and Endocrinology, Department of Internal Med, College of Med, University of Utah, SLC, Utah

Cheryl A. Kapalka MPH, RD, CNSC, CSP

[redacted]
[redacted] (cell)
[redacted] (work)
email address: [redacted]

PROFESSIONAL EXPERIENCE

Sodexo HealthCare Services

Sept. 2018 – Present
Clinical Nutrition Manager, Sunrise Hospital Medical Center, Las Vegas, Nevada
- ♦Manager 7 dietitian's.
- ♦Coordinate all Clinical Nutrition activities at the largest acute care facility in Nevada.

July 2003 – Sept. 2018
Clinical Nutrition Manager, Multiple UHS Facilities (Valley, Summerlin and Spring Valley Hospitals (SV only until 2008), Las Vegas, Nevada
- ♦Manage 5 dietitian's at Valley and Summerlin Hospital's. Coordinate all clinical nutrition activities at both facilities.
- ♦Coordinate and implemented UHS wide nutrition policies for the five hospital system.

October 2002 – July 2003
Clinical Nutrition Manager, Valley Hospital Medical Center, Las Vegas, Nevada
- ♦Managed three dietitian's at approximately 330 bed hospital including services such as open heart surgery, dialysis, oncology, rehabilitation, geriatric/adult psychiatric, neonatal intensive care, and medical/surgical units.

August 2001 – Sept 2002
Clinical Nutrition Manager, OU Medical Center, Oklahoma City, Oklahoma
- ♦Managed eight dietitian's and one diet technician at approximately 500 bed teaching hospital including such services as Children's, Trauma, Bone Marrow Transplant, outpatient services, kidney transplant services, Skilled Nursing Facility, Rehabilitation, Geriatric/Adult psychiatric, and high risk women services.
- ♦Assisted in the implementation of an innovative meal delivery system branded by Sodexho as "At Your Request" Room Service.
- ♦Acted as internship director for all dietetic students working in the facility.
- ♦Screened, assessed, and made recommendations for outpatients, kidney transplant patients, high risk women, and relief floor coverage.
- ♦Assisted with quality and performance improvement for the food and nutrition services department to improve patient outcome.

February 2000 – August 2001
Clinical Nutrition Manager, Valley Hospital Medical Center, Las Vegas, Nevada
- ♦Managed three dietitian's at approximately 330 bed hospital including services such as open heart surgery, dialysis, oncology, rehabilitation, geriatric/adult psychiatric, neonatal intensive care, and medical/surgical units.
- ♦Screened, assessed, and made recommendations for medical/oncology and neonatal intensive care.
- ♦Initiated patient satisfaction survey and trended survey results monthly.
- ♦Trained two new R.D. eligible's to become proficient clinical dietitian's.
- ♦Initiated new screening process to meet JCAHO requirements.
- ♦Analyzed patient seven day cycle menu using "Food Processor".
- ♦Collaborated quality and performance improvement for the food and nutrition services department to improve patient outcome.

March 1999 - February 2000
Clinical Dietitian – Mountain View Hospital, Las Vegas Nevada
- ♦Screened, assessed, and made recommendations for all patients in the hospital including critical care, medical/surgical, intermediate care, and post partum and delivery patients.

- Proficient in diet education and nutrition support to improve patient outcome.
- Participated in data collection for collaborating Quality and Performance Improvement standards to improve patient outcome.
- Special Projects: Updated and revised the Sodexho Marriott "For Your Health" menu system, taught new employee orientation, and exhibited a Sodexho Marriott display at the hospital wide infection control fair.
- Prepared and participated in the JCAHO survey. The hospital received a rating in the top ten percent, with a score of 94%.

March 1998 – March 1999 **Retail Operations Manager – Mountain View Hospital, Las Vegas Nevada**

- Responsible for 30 employees including scheduling, and conducting employee meetings.
- Responsible for bank, cash drawers, and cashiers. Made deposits each day and completed cash worksheet (balance sheet) each week.
- Responsible for coordinating with the chef all food for doctors lounge, patient food, cafeteria, and catering.
- Created all signage for daily, breakfast, weekly, dessert, and monthly specials.
- Programmed registers for all daily specials.
- Responded to R.S.V.P. (communication) comments from customers about the food service.
- Initiated cafeteria and doctors lounge surveys to improve customer satisfaction.
- Responsible for all catering events and billing.
- Created temperature logs for doctors lounge, cafeteria, and patient food and followed up with employees to ensure their accuracy.
- Conducted production meetings and sanitation audits to ensure HACCP guidelines being met.
- Key player in ensuring a successful JCAHO Survey.
- Trained employees in all areas of food service and yearly training requirements and maintained employee files.

August 1997 – March 1998 **Clinical Dietitian – Mountain View Hospital, Las Vegas Nevada**

- Screened, assessed, and made recommendations for all patients in the hospital including critical care, medical/surgical, intermediate care, and post partum and delivery patients.
- Proficient in diet education and nutrition support to improve patient outcome.

EDUCATION EXPERIENCE

Bachelor of Science Degree, Dietetics, University of Idaho, May 1997.
Masters of Public Health, University of Nevada Las Vegas, December 2009.

HONORS

- University of Idaho deans list for four semesters.
- Mary Hall Niccolls Scholarship for fall 1996 and Spring 1997 semesters from the Department of Family and Consumer Sciences.

CERTIFICATIONS

- Registered Dietitian (RD).
- ServSafe Food Protection Manager Certification.
- Certified Nutrition Support Dietitian (CNSC)
- Certified Specialist in Pediatric nutrition (CSP)

PROFFESSIONAL AFFILIATIONS

- Member of the Academy of Nutrition and Dietetics.
- Member of the Sodexo Nutrition Association.
- Member of the American Society for Parenteral and Enteral Nutrition.

REFERENCES AVAILABLE UPON REQUEST