MEMORANDUM

Date: May 22, 2025

To: Southern Nevada District Board of Health

From: Kim Saner, J.D., M.A., SPHR, *Deputy District Health Officer-Administration*
Cassius Lockett, PhD, *District Health Officer*

Subject: **Administration Division Monthly Report – April 2025**

Executive Summary

The Office of Communications issued six News Releases and ran ad campaigns to promote National Infant Immunization Week and the Sexual Health campaign. Legislative Affairs staff participated in UNR School of Public Health Day at the Nevada Legislature, discussions with key legislators and advocating for public health support in Nevada. Legislative Affairs staff continued to monitor bill progress and monitored Assembly and Senate committee hearings on legislation affecting the Health District. Facilities staff began remodeling the Environmental Health area to increase workstations. Maintenance staff received the Mobile Elevated Work Platform (MEWP) certification. Health Cards served 11,784 total clients, including 2,525 clients renewing online. As of April 25, 2025, the Health District had 829 active employees. Human Resources extended two job offers and onboarded one new staff. There were three terminations, one retirement, two promotions, no transfers and one demotion. One employment opportunity was posted.

Office of Communications

News Releases Disseminated:
- Reminder – Health District offers free diabetes classes
- Sexually Transmitted Infection Awareness Week observed April 13-19
- Community Health Assessment meeting to set public health priorities
- Walk Around Nevada celebrates 20th anniversary
- Health District promotes childhood vaccinations during National Infant Immunization Week
- Southern Nevada Health District honors Public Health Hero

Press:
- Measles
- Infant immunizations
- Diabetes self-management classes
- LVAC litigation
- STI testing

Six hundred and ninety news clips related to the Health District, local news coverage and national coverage of public health topics were compiled in April. Coverage includes traditional print, broadcast, digital and online media outlets. A complete list is available at https://media.southernnevadahealthdistrict.org/download/oc/202504-PI-report.pdf.

Advertisements, Projects Completed and Social Media Summary:
In April, the Office of Communications ran ad campaigns to promote National Infant Immunization Week and the Sexual Health campaign. Staff provided product support for the Office of Chronic Disease Prevention and Health Promotion, Environmental Health and Administration. The Office of Communications responded to 140 public information email inquiries and handled 100 internal project requests. These included graphic design, website content, advertising and marketing, outreach materials and translation services. Staff updated the Health District websites including SNHD.info, SNHD.info/covid and GetHealthyClarkCounty.org.

On social media, staff focused on promoting the Passport Fair, Pop-Up Produce Stands, Health Equity Chats, Charlas de Equidad en Salud, National Public Health Week, National Infant Immunization Week, Mama and Papa Bear Clinic, Walk Around Nevada, Earth Day, STD Awareness Month, Public Health Hero Award and Board of Health recognitions.

Community Outreach and Other:
- Community outreach events coordinated: 5
- Three Square Food Bank/Supplemental Nutrition Assistance Program, Low Income Energy Assistance Program and Temporary Assistance for Needy Families program clients processed: 24
- Department of Welfare & Supportive Services Medicaid/Supplemental Nutrition Assistance Program applications: 175

Legislative Affairs Update:
- Participated in UNR School of Public Health Day at the Nevada Legislature in Carson City, featuring a Health District table, discussions with key legislators, and advocacy for public health support in Nevada.
- Monitored bill progress through key legislative deadlines.

- Engaged with staff to discuss legislative matters and gather insights on potential impacts.
- Coordinated with key stakeholders to discuss legislative impacts.
- Prepared testimony and fact sheets for key legislation.
- Monitored and attended Assembly and Senate committee hearings on legislation affecting the Health District.
- Engaged with staff to discuss legislative matters and gather insights on potential impacts.

Meetings and Events of Note:
- April 1: Bridge Grant project activities meeting
- April 3: Street Vendor Concerns Meeting
- April 3: Meeting with Congressman Steven Horsford
- April 7: Participated in UNR School of Public Health Day at Nevada Legislature
- April 7: Public Health Week employee breakfast
- April 10: Accreditation meeting
- April 11: Big Cities Health Coalition/PIO/Communications Meeting
- April 16: Back-to-School Planning meeting
- April 22: Chemical Workshop facilitated by NACCHO
- April 23: Mama and Papa Bear clinic event
- April 24: Board of Health Meeting
- April 24: Public Health Hero Award
- April 29: Accreditation meeting
- April 30: Bridge Grant/REACH meeting
- April 30: Community Health Assessment (CHA) Prioritization Meeting
- Recurring Legislative Update Meetings
- Recurring Nevada Public Health Association Policy Meetings
- Recurring "One Voice" Public Health Legislative Meeting
- Recuring Nevada Tobacco Control and Smoke-Free Coalition Policy Meetings

Please see Appendix A for the following:
- Media, Collateral and Community Outreach Services
- Monthly Website Page Views
- Social Media Services

Facilities

Monthly Work Orders	Apr 2024	Apr 2025		YTD FY24	YTD FY25	
Maintenance Responses	196	541	↑	1,915	4,433	↑
Electrical Work Orders	8	53	↑	72	415	↑
HVAC Work Orders	10	33	↑	82	531	↑
Plumbing Work Orders	6	13	↑	61	191	↑
Preventive Maintenance	28	121	↑	195	585	↑
Security Responses	2,207	2,620	↑	25,214	25,814	↑

Current Projects

Decatur Location

- Remodel Environmental Health to increase office space
- Created secure parking space for mobile clinic for Office of Disease Surveillance
- Completed MEWP (mobile elevated work platform) certification for Maintenance staff
- Expanded workspace in Vital Records
- Installed speed limit signs
- Assisted in receiving over 6,000 doses of Naloxone

Finance

Total Monthly Work Orders	Apr 2024	Apr 2025		YTD FY24	YTD FY25	
Purchase Orders Issued	651	564	↑	5,020	5,517	↑
Grants Pending – Pre-Award	5	10	↑	43	45	↑
Grants in Progress – Post-Award	16	11	↓	118	90	↓

* Grant applications and NCCs created and submitted to agency
** Subgrants routed for signature and grant amendments submitted
No-Cost Extensions and Carryover requests are not quantified in this report.

Grants Expired – April 2025						
KEY: P=Pass-through, F=Federal, S=State, O=Other						
Project Name	*Grantor*	*End Date*	*Amount*	*Reason*	*FTE*	*Comments*
State of Nevada, Hepatitis Prevention and Control (aduhep24)	P-CDC	4/30/2025	$26,904	End of project period	0.15	The renewal for FY2025 is in progress
UNLV, BioWatch Environment Air Sample Testing (envspl25)	UNLV	4/30/2025	$17,790	End of budget period	1.00	Expected FY2025 renewal

Grants Awarded – April 2025							
KEY: P=Pass-through, F=Federal, S=State, O=Other							
Project Name	*Grantor*	*Received*	*Start Date*	*End Date*	*Amount*	*Reason*	*FTE*
State of Nevada, Tobacco Merchant Retail (tob2rt25)	P-SAMHSA	4/30/2025	10/1/2024	9/30/2025	$36,375	New effort	0.00
Ryan White HIV/AIDS Part A, Transitional Grant Area, Medical, Core	P-HRSA	4/23/2025	3/1/2025	2/28/2026	$280,500	FY2025 renewal	10.85

Grants Awarded – April 2025							
KEY: P=Pass-through, F=Federal, S=State, O=Other							
Project Name	*Grantor*	*Received*	*Start Date*	*End Date*	*Amount*	*Reason*	*FTE*
and Support Services (rwa_25)							
State of Nevada, Office of State Epidemiology, COVID-19 Enhanced Detection (elcd2_24)	P-CDC	4/11/2025	1/1/2024	3/24/2025	$5,663,562	Termination due to removal of funding	19.90
State of Nevada, Office of State Epidemiology, ELC Enhancing Detection Expansion (elcvd_25)	P-CDC	4/11/2025	8/1/2024	3/24/2025	$21,067,205	Termination due to removal of funding	23.25
State of Nevada, State Opioid Response (sor_25)	P-SAMHSA	4/7/2025	1/1/2025	9/29/2025	$883,944	New effort	3.00
State of Nevada, Public Health Preparedness Program - Carryover (phpco_25)	P-CDC	4/7/2025	7/1/2024	6/30/2025	$270,262	FY2024 Carryover in FY2025 approval	1.40

Contracts Awarded – April 2025							
KEY: P=Pass-through, F=Federal, S=State, O=Other							
Project Name	*Grantor*	*Received*	*Start Date*	*End Date*	*Amount*	*Reason*	*FTE*
State of Nevada, Division of Environmental Protection, Underground Storage Tanks, year 1 of 4 (ust_26)	P-NVEPA	4/30/2025	7/1/2025	6/30/2026	$250,000	FY2025 renewal	1.98

Health Cards

1. Appointments continue to be required for food handler card testing and open as follows:
   a. Advance appointments for our Decatur, Fremont, and Henderson offices open each weekday morning at 6 a.m. for that day in the following week.
   b. Additional same-day appointments at our Decatur and Fremont offices open for booking each working day by 7:30 a.m. as staffing allows.
   c. Same-day appointments for our Laughlin and Mesquite offices open for booking each working day at 5:00 a.m.
2. For the month of April, we averaged 84 "passing and paying" online renewal clients per day, with a total of 2,525 clients renewing online.

CLIENTS SERVED	Apr 2025	Mar 2025	Feb 2025	Jan 2025	Dec 2024	Nov 2024
FH Cards – New	5,877	5,368	5,365	6,026	4,368	4,826
FH Cards – Renewals	1,172	1,042	988	970	757	747
FH Cards – Online Renewals	2,525	2,361	2,024	2,468	1,709	1,988
Duplicates	589	517	514	671	447	478
CFSM (Manager) Cards	215	231	233	237	183	169
Re-Tests	1,280	1,195	1,210	1,402	1,030	1,037
Body Art Cards	126	98	99	117	83	85
TOTALS	**11,784**	**10,812**	**10,433**	**11,891**	**8,577**	**9,330**

Human Resources (HR)

Employment/Recruitment:
- 0 New job title for April
- 829 active employees as of April 25, 2025
- 1 New Hires, including 0 rehires and 0 reinstatements
- 3 Terminations, including 1 retirement
- 2 Promotions, 2 Flex-reclasses
- 0 Transfer, 0 Lateral Transfers
- 1 Demotions
- 61 Annual Increases
- 0 Interviews
- 2 Offers extended
- 1 Recruitments posted
- Turn Over Rates
  - Administration: 0.000%
  - Community Health: 1.02%
  - Disease Surveillance & Control: 0.000%
  - Environmental Health: 0.997%
  - Public Health & Preventive Care: 0.00%
  - FQHC: 0.000%

Temporary Employees
- 6 Temporary Staff
- 0 New Agency Temporary Staff Members
- 0 Agency Temporary Staff Members assignment ended

Safety
- Inquiries – 39
- Investigations – 2

Employee/Labor Relations
- 2 Coaching and Counseling, 4 Verbal Warnings, 0 Written Warnings, 0 Suspensions, 0 Final Written Warnings, 0 Terminations, 1 Probationary Release
- 2 Grievances
- 0 Arbitrations
- 50 Hours of Labor Meetings (with Union)
- 60 hours investigatory meetings
- 4 Investigations
- 22 Complaints & Concerns
- 100 Hours ER/LR Meetings with managers or employees
- Number of EEOC/NERC and EMRB cases: 3

Interns
There were a total of 19 interns and 548 applied public health practice hours in April 2025.

Interns and Clinical Rotations	Apr 2025	YTD
Total Number of Interns [1]	19	123
Internship Hours [2]	588	3,378

[1] Total number of students, residents, and fellows
[2] Approximate hours students, residents, and fellows worked in applied public health practice

Training (In-Person and Online)
- Public Speaking Workship, In Person (11 Attendees)
- Team Vital Signs Supervisor Debrief for Microbiology, Clinical, and Virology Lab at SNPHL (22 Attendees)

New Hire Orientation
- April 14, 2025 – 1 New Hire

Informatics

A. EpiTrax
1. Work with the Epidemiology and Surveillance teams to monitor systems and applications, investigate and troubleshoot issues, and resolve them as they arise. Provide ongoing user account support.
   - Finished and went live with the NORS Outbreak form.
   - Addressed the issue for the repeat section not showing when exporting to PDF case report.

- Updated the Measles form in Epitrax with new PEP questions and risk level questions.
- Added TB Molecular DST fields to the TB form.
- Developed new Foodborne Illness form pending review.
- Resolved issue with daylight saving time when documenting any current time in all date fields.
- Released TB RVCT PDF susceptibility form and A1c test results.
- Go-live with WebIZ integration with EpiTrax, pending vaccine and manufacturer code condition mapping review.
- Prepare the Measles contact list import process into EpiTrax for a possible outbreak.
- Updated Hep C case status per Epidemiologist QA line list.
- Added Mycobacterium lepromatosis organism for Hansen's disease (Leprosy) condition.
- Updated EpiTrax logic by adding "Detected", "Presumed Reactive", and "Repeatedly Reactive" for event onset date calculation logic.
- Updated wording from "Event Date" to "Event Onset Date" to keep data dictionary consistency.
- Continued reviewing FBI for clarification on some of the data fields, EpiTrax form has been developed in EpiTrax test server for review

2. Continue working with OpenEMPI integration with EpiTrax system: Refined the find people logic in EpiTrax to integrate with OpenEMPI. Updated EMSA2 to identify people logic to consume the new result from the EpiTrax API, that also includes OpenEMPI properties. Demonstrate to the ACDC and ODS team on the OpenEMPI user interface. Updated OpenEMPI matching configuration to match with current workflow.

EpiTrax Requests	March 2025	April 2025
Total EpiTrax Requests Completed	474	489
Open EpiTrax Requests	74	77

B. Electronic Message Staging Area (EMSA)
1. Continue to work on EMSA2, including mapping new codes, integrating incoming labs, data processing, and reviewing logic for exceptions and errors. Adding an automation process to cross check with ICD code for non-reportable condition and move those eCR ICD that in Pending, Entry, and Exception queues to gray list.
2. Conduct regular sessions to review message exceptions.
3. Fully onboarding Intermountain Healthcare Inc in EMSA.

ELRs	March 2025	April 2025
Total Received	107,574	111,563
Total Processed	107,249	110,858
Under Review	591	699
Event Updated	17,642	19,158
Event Created	6,247	5,912

eCRs	March 2025	April 2025
Total Received	82,489	308,283
Total Processed	452,052	110,234
Under Review	129,284	350,019
Event Updated	18,020	2,661
Event Created	1,154	472

C. Data Warehouse
1. Add "Middle Eastern/North African" to patient_event_race table.
2. Updated warehouse tables for approximate age field.
3. STD Counts Logics Updates for pre 2022 cases.
4. Finished Guide Documentation for Warehouse form question tables for Weekly Warehouse Usability Workgroup.

D. Pentaho Report
1. STD Morbidity Counts - Updating CS and TB Count Logic
2. PHEP Report - Update for medical facilities table name updates
3. RSV & COVID Cases by MMWR Week
4. EpiTrax Workload Report - 2nd Version for a different group summary
5. Planning for Zero Suicide Risk Screener pending live data for review/development
6. No Activity Report Criteria Update pending workflow discussion

Pentaho Reports	March 2025	April 2025
Updated	2	5
Created	1	1

E. Dashboard
1. Respiratory disease ArcGIS dashboard: COVID-19, Flu and RSV dashboards updated per feedback and data pipeline/update schedule established.
2. Power BI finance billing dashboard: Added a new service date range and fiscal year field.

F. Southern Nevada Public Health Laboratory (SNPHL)
1. Continue National Respiratory and Enteric Virus Surveillance System (NREVSS) support.
2. Ongoing Laboratory Information System (LIS) Support and Maintenance.
3. Ongoing SNPHL data warehouse cleanup and maintenance.
4. Continue expanding the Outreach system to enhance efficient and timely specimen ordering and result delivery for partners.
5. Add location, clinical questions, orderables for the Outreach system.
6. LIMS and lab preparation for Clinical Laboratory Improvement Amendments (CLIA) for state inspections.
7. Standardized coding for clinical tests (Chemistry, Hematology, Urinalysis) for instrument interfaces.

G. Electronic Health Record (EHR) System
1. Maintain the system to support patient care and documentation, with configuration adjustments to enhance charting, reporting efficiency, and to accommodate new locations and services.

2. Continue data extraction and processing using Fast Healthcare Interoperability Resources (FHIR); collaborate with NV HIE and eCW on eCR and FHIR implementation.
3. Continue adopting Azara, the data warehouse and analytics platform. Ongoing review of Clinical Quality Management (CQM) and calculations to ensure accuracy and quality improvement.
4. Complete Electronic Case Reporting (eCR) implementation and waiting for APHL approval.
5. Build new Resources for SHC Express Testing.
6. Implement Behavioral Health Module in the HER.
7. Modify Healthy Start configuration to comply with new federal directives.
8. Modify OB History Walk-in template to capture OB History of patients.
9. Continue working with Finance to optimize claims monitoring and reporting by utilizing the Datawarehouse and Data Visualization tool (Power BI).
10. Generate and review monthly reports for FQHC and Primary Care Center (8 reports).
11. Implement a new system (Scene) for Direct Observed Therapy (DOT) and integrate it with eCW.
12. Implement Chronic Care Management/Principal Care Management (CCM/PCM) module.

eCW Reports	March 2025	April 2025
FQHC	8	4
PPC	2	4

EHR Reports	April 2025
Requests Completed	8
Requests Opened	18

H. Clark County Coroner's Office (CCCO)
1. Continue to provide support to CCCO on new Coroner and Medical Examiner Case Management System (CME) implementation, testing, data requests, and reports. Providing post go-live support.
2. Fulfill internal and external data requests using aggregated death data.
3. Provide reports and media requests for various agencies:
   - DEA – Quarterly reports: Prescription, street, and predatory drug deaths
4. Assist Public Information Officer with location and release of high-profile deaths.
5. Continue to work with the vendor to implement end user requests/enhancements, including user requirements and end user testing.
6. Continue to work with CME vendor to correct data inconsistencies due to past bugs for reporting purposes.

I. Data Modernization Initiative (DMI)
1. Continue to work with the State on DMI project.
2. Continue to work with NV HIE on TEFCA and FHIR flat file testing projects.
3. eCR project: Continue UMC/HCA/Intermountain Healthcare Inc error except handling and mapping new codes.
4. Continue working with AWS with a pilot project using AI with eCR message to extract important information.
5. Deployed DIBBS query connector service in our test environment, pending configuration set up.
6. Re-submitted MMG TB/LTBI implementation spreadsheet pending CDC response.
7. Started test scenario case worksheet for TB/LTBI cases.

8. Started Implementation spreadsheet for MMG, Mump, Pertussis, and Varicella.
9. Started adding PHIN VADS for Mump, Pertussis, and Varicella in NMI.

J. National Syndromic Surveillance Platform/Electronic Surveillance System for the Early Notification of Community-Based Epidemics (ESSENCE)
1. Continue to maintain and enhance syndromic surveillance system for new providers and future support.
2. Continue onboarding four new Intermountain Healthcare clinics. Expected completion Fall 2025.
3. Explore ingestion of inpatient data from partner hospitals.

K. Contracts
1. Develop a Data Sharing Agreement with UNLV

L. Other Projects
1. Maintain and enhance the iCircle web application, including user account support, site maintenance, and data corrections and updates.
2. Review manuscripts from the UNLV Base Model project.
3. Support the Epidemiology and Surveillance programs, Office of EMS/Trauma System, Finance, and Clinical Services with various data requests, data exports, and report generation.
4. Continue to work with Rocky Mountain Poison Control to re-establish the data feed from their new system.
5. Configure order/results interface for Measles to be able to send them electronically between NSPHL and SNPHL.
6. Implemented ticketing system to efficiently log and track Informatics requests
7. Updated and prepare HAN Access file from user feedback for another review
8. Export Collect2Protect/Express Testing Online Results user query log for Evaluation Web process to check with this data for "Result Provided" EvaluationWeb data mapping
9. Assisting users that has issue with new SAS/R server when running SAS or R code
10. Continue online STI referral/follow up process design and discussion with Epi and ODS
11. Start requesting and follow up with the Antibiogram data from facilities for 2022 – 2024 data
12. Continue working on the Healthy Southern Nevada, Chronic Disease Dashboard
13. Support the PILLARS team member for access to HIE standardized data
14. Start developing an ODTA harm reduction display and CSV data export
15. Update CSV export process per NV State request for Hepatitis diseases.
16. Case status and positive lab reconciliation with NV State.
17. Resolved an issue with the patient deduplication process where an address linked to a person marked for deletion still had dependencies with other lab records. The process has been updated to correctly reflect the matched person.

M. National and State Meetings/Workshops
1. CSTE EHI Access Workgroup Meeting CSTE Electronic Laboratory and Disease Reporting Subcommittee Call
2. CSTE eCR Consensus Criteria Workgroup
3. CSTE Electronic Laboratory and Disease Reporting Subcommittee Call
4. CSTE - CDC Frontline Tools workgroup
5. DMI LC Monthly Call
6. BCHC Data Modernization Work Group

7. OPHDST-STLT DataConnection
8. Sync with EpiTrax NV Team
9. Statewide Syndromic Surveillance Monthly Workgroup

Information Technology (IT)

Service Requests	Apr 2024	Apr 2025		YTD FY24	YTD FY25	
Service Requests Completed	1,080	1,110	↑	10,603	10,554	↓
Service Requests Opened	1,208	1,204	↓	11,861	11,846	↓

Information Services System Availability 24/7	Apr 2024	Apr 2025		YTD FY24	YTD FY25	
Total System	97.61	80.99	↓	97.40	82.52	↓

Total Monthly Work Orders by Department	Apr 2024	Apr 2025		YTD FY24	YTD FY25	
Administration	347	322	↓	2,894	2,830	↓
Community Health	118	90	↓	1,146	325	↓
Environmental Health	171	169	↓	1,854	1,670	↓
Primary & Preventive Care	183	217	↑	2,204	2,134	↓
Disease Surveillance & Control	213	154	↓	1,591	1,373	↓
FQHC	131	235	↑	1,620	2,209	↑
Other	9	13	↑	135	167	↑

First Call Resolution & Lock-Out Calls	Apr 2024	Apr 2025		YTD FY24	YTD FY25	
Total number of calls received	1,208	1,204	↓	11,861	11,846	↓

Workforce Team – Public Health Infrastructure Grant (PHIG)

Workforce Team
- Workforce engagements:
  - Provided DHO with PHIG talking points for a meeting with Congressman Steven Horsford.
  - Monthly CDC Project Officer meeting was convened on April 9, 2025.
  - Monthly Position Review Committee cancelled due to hiring freeze, April 1, 2025.
  - Prepared the April 2025 Hiring Plan for submission to CDC; added Health Equity team (4 FTE) and IT members (2 FTE) back on PHIG funding.
  - Participated in the NV Academy of Science meeting for April 2025.
  - Continue to work with accountants for A1/A2 to update and correct current PHIG budgets.
  - Prepared and met with DHO for monthly 1:1 meeting – providing updates and discussing potential course on CDC Train using PHIG funds.
  - Participated in a webinar re: Cyber Resilience: Prepare for Impact.

- o Participated and updated the HEC on ongoing and upcoming requirements for the PHIG.
- o Participated in the SNHD OPHP Chemical Tabletop Exercise (TTX).

CDC Requirements
- Requested/Received Progress Reports and Performance Measures into the Public Health Infrastructure Virtual Engagement (PHIVE) platform for update by April 30, 2025 – added column to capture quick wins in each program.
- Received EH/Aquatics Progress Report (PR) for April's updated to PHIVE.
- Received Credible Mind Progress Report for April's update to the PHIVE.
- Received Laboratory PR for April's update to the PHIVE.

Performance Management
- Logged 6 contact-hours of virtual classroom time and 2 hours of asynchronous work for the Western Region Public Health & Primary Care Leadership Institute course. Outcomes of the course include change management principles applied to public health. SNHD is growing a performance and measurement mindset and building this coalition has a better chance of success when this coursework is applied.
- Invested 11 hours of analysis and reporting on the progress of the District Strategic Priorities. This is the first year to use the VMSG Dashboard system and some opportunities exist in structuring goals and activities to provide more useful reporting in the system. The current Dashboard indicates:
    - o 7% of the 221 current activities supporting the Strategic Priorities are shown as Gold or Complete.
    - o 74% of activities are Green or on schedule.
    - o The remaining activities classified as Yellow and Red are likely to be overstated due to ongoing adjustments of our activities and measurement structure in the new dashboard system. This system will be truer and more useful as upgrades are made to our input.
- Met with the Health Equity team to review their current Departmental Strategic Plan and discuss options for making their plan official.
    - o This would be the second Department or Program to define their own strategic plan that is in line with SNHD Strategic Plan. The FQHC is the only other program with a plan currently published.

Quality Improvement
- Designed and delivered a Just Did It virtual workshop for DSC division. 87% of attendees were either Satisfied or Very Satisfied with the training. The remainder of respondents were neutral.
- Built the proposal and PO for a QI Practitioner to visit the PPC and FQHC clinics seeking opportunities to build more QI documentation into our workflows. They will also assist in classroom training and office hours to support District Staff in current or future QI projects including documentation. There will be a focus on the DSC Division as the largest contributor, so far, to our collection of QI projects.
- Kicked off the first meeting for a new QI project under the Safety Officer.
- Secured a visit by a local Lean Six Sigma (LLS) to the Health Executive Council to discuss the value of attaining an LLS Yellow Belt certification. Certification would take a full day and be funded by PHIG in support of building a quality mindset.

PHAB Reaccreditation
- ASTHO Accreditation Sustainability Learning Community – SNHD's application has been selected to participate in the first cohort of the Building Capacity for Accreditation

Sustainability Learning Community! SNHD demonstrated the need and capacity to benefit from this peer-to-peer and subject matter expert technical assistance.

- Provided 21 person-hours of review and coaching for PHAB documentation contributors.
- Began the first three sessions of Building Capacity for Accreditation Sustainability Learning Community cohort facilitated by ASTHO. SNHD is one of 5 departments in the US chosen to participated in the first offering of its kind.
    - o The learning community will be structured around:
        - ▪ Monthly group calls, when all participants will have the chance to come together with peers and share what they have been working on; and,
        - ▪ Individual TA calls with ASTHO, to receive guidance and technical assistance on the agency's specific accreditation sustainability goals.
        - ▪ The Boundary Spanning Leadership workshop is also part of the offering to expose our group to frameworks for working across "silos" or different work groups towards a common goal like our Accreditation.
- Participated with partners and community members in the Community Health Assessment (CHA) Prioritization meeting.
    - o Two of the three priorities that came from this collaboration line up to the current SNHD Strategic Priorities. Access to Care and Public Health Funding are priorities in common between the two bodies of work.
- Continued planning for QI Consultant visit in mid-May.
- Time will be spent in our clinics looking for opportunities to tie in more QI documentation.
- Office hours and classroom training will also be held supporting current and future work in QI projects.

PHIG
- Continued to maintain and monitor impacts to the grant budget and constantly managed expenses.

Appendix A – Office of Communications

Media, Collateral and Community Outreach Services:	Apr 2024	Apr 2025		YTD FY24	YTD FY25	
Media – Digital/Print Articles	45	29	↓	364	310	↓
Media - Broadcast stories	132	89	↓	1,085	921	↓
Collateral - Advertising/Marketing Products	30	15	↓	222	260	↑
Community Outreach - Total Volunteers[1]	8	8				
Community Outreach - Volunteer Hours	590	576	↓	6,076	6,610	↑

[1]Total volunteer numbers fluctuate from month to month and are not cumulative.

Monthly Website Page Views:

	SNHD	COVID	Healthy Southern NV	GHCC	Viva Saludable	SNHD POD	OEDS Needle Exchange	SNCHC	attracting addiction nv.com	cannabisf actsneva da.org
Apr 2024	2,100,719	63,770	0	148,151	28,331	1,565	144,188	11,363	0	0
Apr 2025	2,318,120	31,506	4,043	118,683	28,871	3,343	157,852	30,859	2,427	2,077
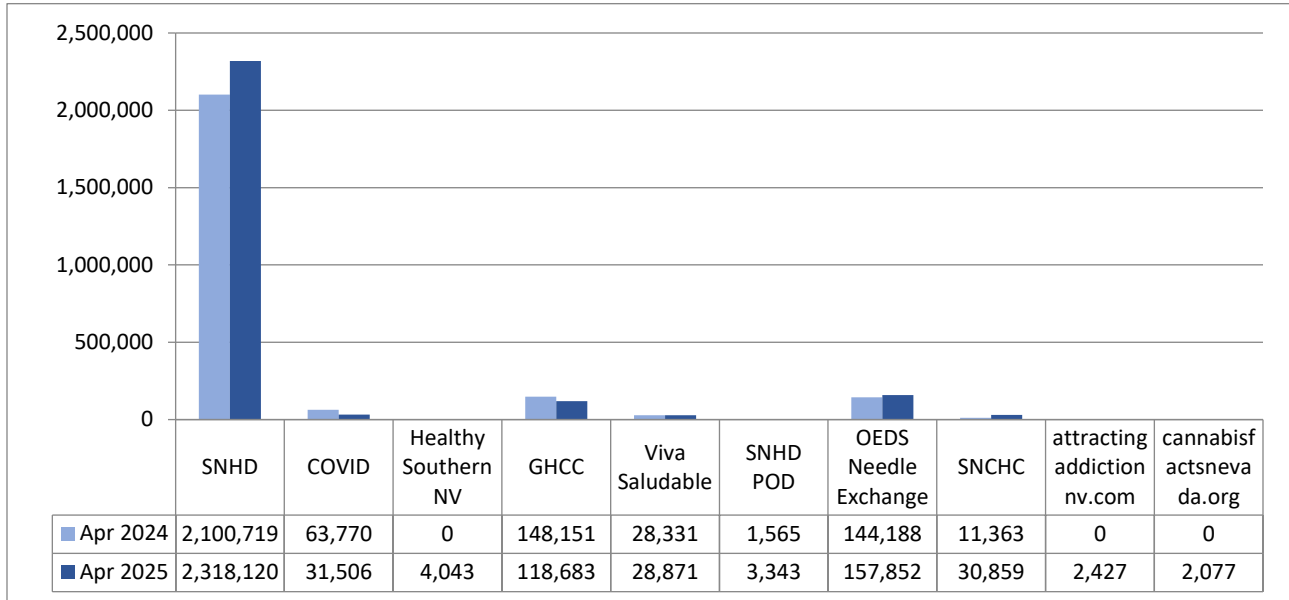
-Tracking page visits in 2024 for attractingaddictionnv.com and cannabisfactsnevada.org websites.
-Reporting Health Southern Nevada monthly views in April 2025.
-No longer tracking the COVID-19 results and Registration websites.

Social Media Services		Apr 2024	Apr 2025		YTD FY24	YTD FY25
Facebook SNHD	Followers	13,408	13,607	↑	N/A	N/A
Facebook GHCC	Followers	6,134	6,113	↓	N/A	N/A
Facebook SHC	Followers	1,646	1,629	↓	N/A	N/A
Facebook THNK/UseCondomSense	Followers	5,332	5,206	↓	N/A	N/A
Facebook Food Safety	Followers	163	177	↑	N/A	N/A
Instagram SNHD	Followers	4,491	5,123	↑	N/A	N/A
Instagram Food Safety	Followers	530	536	↑	N/A	N/A
Instagram GetHealthyCC	Followers	178	288	↑	N/A	N/A
*Instagram @Ez2stop	Followers	0	150	↑	N/A	N/A
X (Twitter) EZ2Stop	Followers	427	418	↓	N/A	N/A
X (Twitter) SNHDflu	Followers	1,841	1,757	↓	N/A	N/A
X (Twitter) Food Safety	Followers	103	100	↓	N/A	N/A
X (Twitter) SNHDinfo	Followers	10,340	9,996	↓	N/A	N/A
X (Twitter) TuSNHD	Followers	341	343	↑	N/A	N/A

Social Media Services		Apr 2024	Apr 2025		YTD FY24	YTD FY25
X (Twitter) THNK/ UseCondomSense	Followers	686	655	↓	N/A	N/A
X (Twitter) SoNVTraumaSyst	Followers	127	122	↓	N/A	N/A
Threads SNHD	Followers	727	71	↑	N/A	N/A
*TikTok @Ez2stop	Views	0	44	↑	N/A	N/A
**TikTok SNHD	Views	0	214	↑	N/A	N/A
YouTube SNHD	Views	233,108	171,643	↓	2,062,203	1,878,865
YouTube THNK / UseCondomSense	Views	592	185	↓	3,702	4,507
Note: Facebook, Instagram and X (Twitter) numbers are not cumulative. *Ez2stop syphilis campaign added to TikTok and Instagram. **SNHD added to TikTok in September 2024						

Appendix B – Finance – Payroll Earnings Summary – March 29, 2025 to April 11, 2025

PAYROLL EARNINGS SUMMARY
March 29, 2025 to April 11, 2025

	Pay Period	Calendar YTD	Fiscal YTD	Budget 2025	Actual to Budget	Incurred Pay Dates to Annual
PUBLIC HEALTH & PREVENTATIVE CARE	$ 317,853.22	$ 2,564,379.95	$ 6,914,549.40	$ 9,058,929.17	76%	
ENVIRONMENTAL HEALTH	$ 644,232.73	$ 5,198,378.07	$ 13,678,777.26	$ 17,395,932.56	79%	
COMMUNITY HEALTH	$ 310,420.74	$ 2,470,135.73	$ 6,467,450.76	$ 9,106,716.49	71%	
DISEASE SURVIELLANCE & CONTROL	$ 382,033.42	$ 3,068,823.92	$ 8,014,885.86	$ 10,380,887.13	77%	
FQHC	$ 357,790.33	$ 2,956,327.06	$ 7,530,447.25	$ 9,701,463.62	78%	
ADMINISTRATION W/O ICS-COVID	$ 598,120.13	$ 4,927,787.07	$ 12,797,407.22	$ 15,310,550.82	84%	
ICS-COVID General Fund		$ -	$ -		0%	
ICS-COVID Grant Fund	$ -	$ -	$ -			
TOTAL	**$ 2,610,450.57**	**$ 21,185,831.80**	**$ 55,403,517.75**	**$ 70,954,479.79**	**78%**	**81%**

FTE	827	

	Pay Period	Calendar YTD	Fiscal YTD
Regular Pay	$ 2,325,393.10	$ 16,896,351.38	$ 44,758,926.90
Training	$ 4,988.92	$ 20,000.80	$ 94,877.64
Final Payouts	$ 786.83	$ 247,535.99	$ 405,116.86
OT Pay	$ 12,852.93	$ 86,770.09	$ 371,400.91
Leave Pay	$ 239,218.94	$ 3,635,548.55	$ 8,250,313.13
Other Earnings	$ 27,209.85	$ 299,624.99	$ 1,522,882.31
TOTAL	**$ 2,610,450.57**	**$ 21,185,831.80**	**$ 55,403,517.75**

BI-WEEKLY OT/CTE BY DIVISION/DEPARTMENT
March 29, 2025 to April 11, 2025

Overtime Hours and Amounts   **Comp Time Hours Earned and Value**

ADMINISTRATION

Employee	Project/Grant Charged to	Hours	Amount	Employee	Hours	Value
Munford, Elizabeth		1.50	77.31			
Ubando, Marjorie		10.50	541.21			
Galaviz, Monica		11.50	784.96			
Plair, Tonia		18.00	1026.36			
Thede, Stacy		2.00	66.70			
Masters, Christopher		16.25	528.19			
Ines, Heinrich		1.25	40.64			
Murphy, Melissa		6.50	246.46			
To, Helen		3.50	184.87			
Herrera Ortiz, Maria		7.00	233.44			
Total Administration		**78.00**	**3730.14**		**0.00**	**0.00**

COMMUNITY HEALTH SERVICES

Employee	Project/Grant Charged to	Hours	Amount	Employee	Hours	Value
Total Community Health Services		**0.00**	**0.00**		**0.00**	**0.00**

FQHC-COMMUNITY HEALTH CLINIC

Employee	Project/Grant Charged to	Hours	Amount	Employee	Hours	Value
Orea-Valencia, Mirelly		1.75	73.52	Avalos, Mayra	0.75	33.26
Valdes-Ayala, Beatriz	FPNV_25	1.25	51.14	Bingham, Julie	1.50	69.99
Romero, Esther		2.00	88.41	Carreon, Eduardo	0.75	33.26
Morala, Dennis	HCRHP_25	0.53	36.18	Dimaya, Katherine	1.13	45.07
Manaloto, Xcelza		0.15	10.50			
Manaloto, Xcelza	FP_25 NO MILEA	0.15	10.50			
Humphreys, Sarah		0.15	5.00			
Petersen, Desiree		0.20	9.08			
Total FQHC-Community Health Clinic		**6.18**	**284.33**		**4.13**	**181.58**

PUBLIC HEALTH & PREVENTIVE CARE

Employee	Project/Grant Charged to	Hours	Amount	Employee	Hours	Value
Chongtai, Loriza		0.25	19.39	Calderon, Aracely	1.13	34.89
Panganiban, Sheila		1.25	87.49			
Guerrero, Grisly	GSSHC_25	9.50	409.06			
Espenilla, Marko Rugy		0.25	7.73			
Stockwell, Paul	NVEHE_25	9.50	388.65			
Total Public Health & Preventative Care		**20.75**	**912.32**		**1.13**	**34.89**

ENVIRONMENTAL HEALTH

Employee	Project/Grant Charged to	Hours	Amount	Employee	Hours	Value
Hall, Nancy		10.00	736.70	Whiting-Green, Willandra	3.00	126.46
Taylor, George		3.50	232.83	Sharif, Rabea	0.75	31.61
Sheffer, Thanh		15.25	988.01	Ortiz-Rivera, Vanessa	4.50	194.36
Piar, Diane		3.25	210.56	Ramakrishnan, Veena	5.25	210.32
Walton, Shaunte		2.00	108.44	Nguyen, Linda	2.00	84.30
Cummins, Veronica		4.50	250.21	Smith, Jess	0.38	14.25
Michel, Guillermo		3.75	188.21	Diaz-Ontiveros, Luz	4.88	163.12
Calzado, Neil		4.50	225.86	Sripramong, Jacqueline	6.00	195.86
Wells, Jordan		6.75	338.79	Wade, Cynthia	1.13	36.72
Najera, Luisa		5.50	269.31	Ross, Alyssa	6.75	204.22
Jufar, Lydia		1.50	73.45	Frillarte, Eugene	1.50	45.38
Ross, Alyssa		1.50	68.07	Galvez, Alexus	7.88	257.07
Ahmed, Maryam		4.25	208.10	Hall, Alyssa	9.00	272.30
Gonzalez, Kimberly		2.25	102.11	Erickson, Sarah	10.13	306.34
Vinh, Jonathan		3.50	154.72	Hernandez, Abel	3.00	88.41
Concepcion, Derrell Glen		0.75	33.15	Schuler, Emalee	4.88	143.67
Hernandez, Lilian		1.50	66.31			
Herrera, Carlos		8.00	353.65			
Roberts, Jamie		12.15	537.10			
Hernandez, Abel		12.50	552.57			
Thompson, Deshawn		1.50	66.31			
Total Environmental Health		**108.40**	**5764.46**		**71.00**	**2374.40**

DISEASE SURVEILLANCE & CONTROL

Employee	Project/Grant Charged to	Hours	Amount	Employee	Hours	Value
O'Connor, Kelli	HIVPRV25	6.00	388.73	Hamilton, Samantha	6.00	163.64
Ewing, Tabitha	HIVPRV25	7.75	490.01			
Ewing, Tabitha		2.25	142.26			
Herrera, Reyna	HIVPRV25	6.00	351.00			
Alvarez, Jeffrey	HIVPRV25	7.50	284.38			
Burgess, Glenn	HIVPRV25	4.00	195.86			
Baltazar, Josephine	HIVPRV25	7.00	309.44			
Total Disease Surveillance & Control		**40.50**	**2161.68**		**6.00**	**163.64**
Combined Total		**253.83**	**12852.93**		**82.25**	**2754.51**

Appendix C – Finance – Payroll Earnings Summary – April 12, 2025 to April 25, 2025

PAYROLL EARNINGS SUMMARY
April 12, 2025 to April 25, 2025

	Pay Period	Calendar YTD	Fiscal YTD	Budget 2025	Actual to Budget	Incurred Pay Dates to Annual
PUBLIC HEALTH & PREVENTATIVE CARE	$ 315,251.30	$ 2,894,842.54	$ 7,245,011.99	$ 9,058,929.17	80%	
ENVIRONMENTAL HEALTH	$ 642,552.47	$ 5,877,535.61	$ 14,357,934.80	$ 17,395,932.56	83%	
COMMUNITY HEALTH	$ 310,597.33	$ 2,804,859.09	$ 6,802,174.12	$ 9,106,716.49	75%	
DISEASE SURVIELLANCE & CONTROL	$ 386,213.52	$ 3,479,937.98	$ 8,425,999.92	$ 10,380,887.13	81%	
FQHC	$ 360,358.06	$ 3,327,362.26	$ 7,901,482.45	$ 9,701,463.62	81%	
ADMINISTRATION W/O ICS-COVID	$ 609,007.37	$ 5,588,294.58	$ 13,457,914.73	$ 15,310,550.82	88%	
ICS-COVID General Fund		$ -	$ -		0%	
ICS-COVID Grant Fund	$ -	$ -	$ -			
TOTAL	**$ 2,623,980.05**	**$ 23,972,832.06**	**$ 58,190,518.01**	**$ 70,954,479.79**	**82%**	**85%**

FTE	829

	Pay Period	Calendar YTD	Fiscal YTD
Regular Pay	$ 2,321,362.31	$ 19,217,713.69	$ 47,080,289.21
Training	$ 2,096.49	$ 22,097.29	$ 96,974.13
Final Payouts	$ -	$ 247,535.99	$ 405,116.86
OT Pay	$ 17,243.21	$ 104,013.30	$ 388,644.12
Leave Pay	$ 243,332.24	$ 3,878,880.79	$ 8,493,645.37
Other Earnings	$ 39,945.80	$ 502,591.00	$ 1,725,848.32
TOTAL	**$ 2,623,980.05**	**$ 23,972,832.06**	**$ 58,190,518.01**

BI-WEEKLY OT/CTE BY DIVISION/DEPARTMENT
April 12, 2025 to April 25, 2025

Overtime Hours and Amounts   **Comp Time Hours Earned and Value**

ADMINISTRATION

Employee	Project/Grant Charged to	Hours	Amount	Employee	Hours	Value
Munford, Elizabeth		1.00	51.54			
Ubando, Marjorie		6.00	309.26			
Plair, Tonia		22.00	1254.44			
Masters, Christopher		3.25	105.64			
Castelo, Michael		6.00	279.08			
Urena, Maite		12.70	412.82			
Maldonado, Julie		2.00	114.04			
Ines, Heinrich		11.25	365.70			
Murphy, Melissa		5.00	189.58			
Herrera Ortiz, Maria		6.50	216.77			
De Lisle, Ricky		0.50	18.46			
Hall, Nancy		22.00	1620.76			
Total Administration		**98.20**	**4938.09**		**0.00**	**0.00**

COMMUNITY HEALTH SERVICES

Employee	Project/Grant Charged to	Hours	Amount	Employee	Hours	Value
Emry, Yvonne		9.00	378.08	Barry, Nancy	0.38	12.89
Abruzzo, LeeAnne		9.00	315.61			
Chaingan, Carlo		5.00	162.53			
Total Community Health Services		**23.00**	**856.22**		**0.38**	**12.89**

FQHC-COMMUNITY HEALTH CLINIC

Employee	Project/Grant Charged to	Hours	Amount	Employee	Hours	Value
Del Rosario, Edna		0.25	12.24	Avalos, Mayra	0.75	33.26
Anderson, Renita		0.75	33.15	Romero, Esther	0.38	11.05
Total FQHC-Community Health Clinic		1.00	45.39		1.13	44.31

PUBLIC HEALTH & PREVENTIVE CARE

Employee	Project/Grant Charged to	Hours	Amount	Employee	Hours	Value
Homer, Ann Marie		0.25	14.25	Calderon, Aracely	0.75	23.26
Chongtai, Loriza		0.50	38.79	Johnson, Jessica L	11.25	524.95
Arquette, Jocelyn		11.50	868.99	Carpenter, Leslie	1.13	51.19
Gomez, Karen		0.50	17.53	Young, Maita	10.50	489.95
Nagai, Sage		0.25	17.06	Espenilla, Marko Rugy	5.00	103.04
Garcia, Ruby		11.00	340.05			
Espenilla, Marko Rugy		0.50	15.46			
Total Public Health & Preventative Care		24.50	1312.13		28.63	1192.39

ENVIRONMENTAL HEALTH

Employee	Project/Grant Charged to	Hours	Amount	Employee	Hours	Value
Billings, Jacob		2.00	147.34	Santiago, Anthony	4.88	216.20
Sheffer, Thanh		12.00	777.45	Sharif, Rabea	7.50	316.14
Woods, Heather		6.00	379.36	Blackard, Brittanie	9.00	316.90
Piar, Diane		14.50	939.42	McCann, Alexandra	4.50	150.57
Ortiz-Rivera, Vanessa		4.50	291.54	Jones, Mallory	10.50	351.33
Pontius, Kevin		3.00	194.36	Sripramong, Jacqueline	2.25	73.45
Walton, Shaunte		1.00	54.22	Craig, Jill	2.25	73.45
Blackard, Brittanie		0.25	13.20	Galvez, Alexus	6.75	220.34
Rakita, Daniel		4.75	238.40	Hall, Alyssa	12.00	363.07
Diaz-Ontiveros, Luz		4.75	238.40	Decicco, Natalya	9.00	272.30
Calzado, Neil		4.50	225.86	Herrera, Carlos	1.13	33.15
Jones, Mallory		10.00	501.91	Hernandez, Abel	4.88	143.67
Thein, Kelsey		2.75	138.02	Schuler, Emalee	2.63	77.36
Wells, Jordan		2.75	138.02	Ramos, Anabel	0.75	21.53
Brown, Tevin		2.50	125.48			
Najera, Luisa		14.75	722.23			
Wade, Cynthia		6.75	330.51			
Ahmed, Maryam		4.50	220.34			
Gonzalez, Kimberly		3.50	158.84			
Concepcion, Derrell Glen		7.00	309.44			
Roberts, Jamie		5.75	254.18			
Nwaonumah, Nosa		9.50	419.95			
Hernandez, Abel		13.00	574.67			
Thompson, Deshawn		7.25	320.49			
Total Environmental Health		147.25	7713.63		78.01	2629.45

DISEASE SURVEILLANCE & CONTROL

Employee	Project/Grant Charged to	Hours	Amount	Employee	Hours	Value
Johnson, Monique	HIVPRV25	6.75	415.93	Grandt, Nicole	10.50	420.64
Raman, Devin	PHEPR25	2.50	184.19	Harris, Diana	10.50	309.44
Ewing, Tabitha		6.00	379.36			
Ewing, Tabitha	HIVPRV25	6.75	426.79			
Herrera, Reyna		5.00	292.50			
Herrera, Reyna	HIVPRV25	7.00	409.50			
Bravo Rosas, Jazmin	HIVPRV25	6.75	269.48			
Total Disease Surveillance & Control		40.75	2377.75		21.00	730.08

| **Combined Total** | | **334.70** | **17243.21** | | **129.13** | **4609.12** |