



MEMORANDUM



Date: January 22, 2026

To: Southern Nevada District Board of Health

From: Jason Frame, *Acting Deputy District Health Officer-Administration* 
Cassius Lockett, PhD, *District Health Officer* 

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

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Executive Summary

The Office of Communications issued seven News Releases and placed advertisements in El Nuevo Mundo newspaper and Google Ads to promote the Your Shot campaign designed the program mark for the Street Medicine program. In collaboration with Three Square, staff facilitated a food distribution event at the Main Public Health Center. Health Cards served 9,354 total clients, including 2,389 clients renewing online, and continued to develop the plan on notifying industry regarding the upcoming fee increases. As of December 5, 2025, the Health District had 795 active employees. Human Resources posted 4 employment opportunities, held 32 interviews, extended 10 job offers, and onboarded one new hire. The Human Resources Training team facilitates the annual Managers' Conference.

Office of Communications

News Releases Disseminated:

- Pop-Up Produce Stands provide affordable access to fresh food this fall
- Southern Nevada Health District observes World AIDS Day
- Health District shares national recall information and guidance for families
- Health District launches new Respiratory Disease Dashboard
- First Measles Case Reported in Clark County
- First flu death of the season reported
- “A crisis hiding in plain sight” - Health District observes American Diabetes Month

Press:

- Pop-Up Produce stands
- World AIDS Day
- First flu death of season
- First confirmed case of measles since 2018
- New Respiratory Disease Dashboard

Two hundred seventy-four news clips related to the Health District, local news coverage and national coverage of public health topics were compiled in November. Coverage includes traditional print, broadcast, digital and online media outlets. A complete list is available at [202512-PI-Report.pdf](#).

Advertisements, Projects Completed and Social Media Summary:

In November, the Office of Communications placed advertisements in El Nuevo Mundo newspaper and Google Ads to promote the Your Shot campaign. Staff worked with the Environmental Health program to develop a survey and design postcard mailers for the Individual Sewage Disposal System (ISDS). Staff designed the program mark for the Street Medicine program. Staff also produced several videos for the month of November, including Diabetes Tips (English and Spanish), Diabetes Sign-up, Emergency Medical Services office visit, and local food assistance resource TikTok short.

The Office of Communications responded to 150 public information inquiries this month related to Health District programs and services, vaccine clinic requests, health fair invitations, and complaints. The team also received 53 internal project requests, including graphic design, website content updates, photography, advertising, marketing, outreach materials, and translation services. Staff continued regular updates to Health District websites, including SNHD.info and SNCHC.org.

On social media, staff focused on promoting the Strip Club (fentanyl and xylazine test strips), Your Shot campaign, healthy holiday tips, holiday closures, Great American Smokeout, Pop-up Produce stands, National Diabetes Month, Health District After Dark, Three Square food distribution, food resources, Emergency Medical Services visit, CredibleMind, and Board of Health recognitions.

Community Outreach and Other:

- Three Square Food Bank/Supplemental Nutrition Assistance Program, Low Income Energy Assistance Program and Temporary Assistance for Needy Families program clients processed:

- Department of Welfare & Supportive Services Medicaid/Supplemental Nutrition Assistance Program applications: 130
- Three Square food distribution outreach

Legislative Affairs Update:

- Prepared for and monitored public health issues during the November 2025 special legislative session, including updates to vaccine-administration rules for pharmacists and school zone traffic safety.

Meetings and Events of Note:

- 11/03/25: Coordinate Three Square – Emergency produce giveaway
- 11/04/25: Channel 13 Health Fair
- 11/04/25: State Board of Nursing Workshop related to Assembly Bill 319
- 11/05/25: Guinn Center’s Report on Nevada’s Budget Webinar
- 11/07/25: Three Square food distribution Main Public Health Center
- 11/14/25: Big Cities Health Coalition Monthly Communications call
- 11/12/25: Public Health Policy Strategy Meeting
- 11/18/25: Behavioral Health Association of Nevada Policy Forum
- 11/19/25: AP Workshop
- 11/19/25: Nevada Tobacco Control and Smoke-free Coalition Strategic Planning
- 11/20/25: Nevada Public Health Association Advocacy and Policy Meeting
- 11/20/25: Regional Transportation Commission Fare and Service Working Group Meeting
- Meetings for CHIP Public Health Funding Workgroup
- Meetings related to State Public Health Funds and SB118

Please see Appendix A for the following:

- Media, Collateral and Community Outreach Services
- Monthly Website Page Views
- Social Media Services

Facilities

Monthly Work Orders	Nov 2024	Nov 2025		YTD FY25	YTD FY26	
Maintenance Responses	446	336	↓	1,838	1,758	↓
Electrical Work Orders	39	26	↓	162	170	↑
HVAC Work Orders	125	80	↓	247	348	↑
Plumbing Work Orders	9	10	↑	93	64	↓
Preventive Maintenance	29	13	↓	167	118	↓
Security Responses	2,368	1,412	↓	12,822	9,979	↓

Finance

Total Monthly Work Orders	Nov 2024	Nov 2025		YTD FY25	YTD FY26	
Purchase Orders Issued	526	440	↓	6,498	2,535	↓
Grants Pending – Pre-Award	13	1	↓	24	6	↓
Grants in Progress – Post-Award	10	9	↓	53	40	↓

* 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 – November 2025						
KEY: P=Pass-through, F=Federal, S=State, O=Other						
Project Name	Grantor	End Date	Amount	Reason	FTE	Comments
NE11OE000081-04-00, Public Health Infrastructure year 3 of 5 (phia2_25)	F-CDC	11/30/2025	\$1,840,036	End of budget period	7.60	FY2026 expected to renew

Grants Awarded – November 2025							
KEY: P=Pass-through, F=Federal, S=State, O=Other							
Project Name	Grantor	Received	Start Date	End Date	Amount	Reason	FTE
Gilead Sciences, Inc. Master FOCUS Agreement Exhibit C.11 C1900067, Sexual Health Outreach Prevention Program, (gsshc_26)	O- Gilead	11/3/2025	10/1/2025	9/30/2026	\$205,586	FY2026 renewal	1.80
UNLV Childhood Lead Poisoning Prevention - Amendment 4 (nclpp_22)	P- CDC	11/6/2025	9/30/2021	9/29/2026	\$50,000	FY2026 renewal	1.24
15PBJA-23-GG-02351-COAP, Comprehensive Opioid, Stimulant, and Substance Use Site-based program, Year 3 of 3, (cossup26)	F-DOJ	11/6/2025	10/1/2025	9/30/2026	\$711,854	FY2026 renewal	2.00

Grants Awarded – November 2025							
KEY: P=Pass-through, F=Federal, S=State, O=Other							
Project Name	Grantor	Received	Start Date	End Date	Amount	Reason	FTE
ELC Base Award, Amendment 1 (elcont26)	P-CDC	11/6/2025	8/1/2025	7/31/2026	\$153,300	FY2026 renewal	7.25
State of Nevada, Nevada Home Visiting, Maternal, Infant and Early Childhood Home Visiting Grant Program, Year 2 of 2 (nfp_26)	P-HHS	11/12/2025	9/30/2025	9/29/2026	\$709,629	FY2026 renewal	4.20
Comagine Integrated Maternal Health Services Year 4 of 5 (comag_26)	P-HRSA	11/12/2025	9/29/2023	9/29/2026	\$222,373	FY2026 renewal	2.20
NE11OE000081-04-00, Public Health Infrastructure, Amendment 1 (phia2_25)	F-CDC	11/14/2025	12/1/2024	11/30/2025	\$0	Additional Terms	0.00
Pool and Hot Tub Foundation, Dr. R. Neil Lowry Grant (Lg_26)	O- P&HT Foundation	10/17/2025	10/17/2025	10/16/2026	\$5,000	Nominated by Pool & Hot Tub Foundation	0.00
State of Nevada, Preventative Health and Health Services (phhsbg26)	P-CDC	10/19/2025	10/1/2025	9/30/2026	\$36,398	FY2026 renewal	0.10

Contracts Awarded – November 2025							
KEY: P=Pass-through, F=Federal, S=State, O=Other							
Project Name	Grantor	Received	Start Date	End Date	Amount	Reason	FTE
Clark County HIV Status-Neutral Rapid Prevent Program Year 3 of 3 (ppcsna26)	Contract	11/19/2025	9/1/2025	8/31/2026	\$325,000	FY2026 renewal	2.20

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 November, we averaged 80 “passing and paying” online renewal clients per day, with a total of 2,389 clients renewing online.
3. We have established a plan on how to notify industry about the fee increase approved in June by the Board of Health. A \$5 increase will go into effect on January 1, 2026, raising the fee from \$20 to \$25. A further \$5 increase will go into effect on January 1, 2028, raising the fee from \$25 to \$30. Industry will be notified via a variety of methods in the coming months.
4. Our Information Technology office continues to prepare the mobile wallet version of the food handler and body art cards that we intend to launch sometime in 2026.

CLIENTS SERVED	Nov 2025	Oct 2025	Sept 2025	Aug 2025	July 2025	June 2025
FH Cards – New	3,390	4,110	4,647	4,635	5,797	5,910
FH Cards – Renewals	2,107	2,420	2,476	2,550	2,161	1,194
FH Cards – Online Renewals	2,389	2,497	2,323	2,482	2,668	2,867
Duplicates	353	530	504	529	579	511
CFSM (Manager) Cards	175	192	257	221	256	191
Re-Tests	859	1,100	1,175	1,309	1,349	1,146
Body Art Cards	81	109	121	120	129	120
TOTALS	9,354	10,958	11,503	11,846	12,939	11,939

Human Resources (HR)

Employment/Recruitment:

- 0 New job title for November
- 795 active employees as of December 5, 2025
- 1 New Hire, including 0 rehires and 0 reinstatements
- 4 Terminations, including 1 retirement
- 7 Promotion, 1 Flex-reclass
- 0 Transfers, 0 Lateral Transfers
- 0 Demotions
- 37 Annual Increases
- 32 Interviews
- 10 Offers extended (0 offers declined)
- 4 Recruitments posted
- Turn Over Rates
 - District Administration: 0.000%

- Community Health: 3.226%
- Disease Surveillance & Control: 0.962%
- Environmental Health: 0.000%
- Public Health & Preventive Care: 0.000%
- FQHC: 0.000%
- Informatics Department (11 positions) moved to Division 9 effective 11/08/2025

Temporary Employees

- 8 Temporary Staff

Safety

- Inquiries – 109

Employee/Labor Relations

- 0 Coaching and Counseling, 1 Verbal Warning, 2 Written Warnings, 0 Suspensions, 0 Final Written Warnings, 0 Termination, 0 Probationary Releases
- 5 Grievances
- 0 Arbitrations
- 50 Hours of Labor Meetings (with Union)
- 60 hours investigatory meetings
- 5 Investigations
- 6 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 28 interns providing 752 applied public health practice hours in November 2025.

Interns and Clinical Rotations	Nov 2025	YTD
Total Number of Interns ¹	28	34
Internship Hours ²	752	3,119

¹Total number of students, residents, and fellows

² Approximate hours students, residents, and fellows worked in applied public health practice

Training (In-Person and Online)

- November 3, 2025 – Managers Conference (70+ attendees)

New Hire Orientation

- November 10, 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.
2. Assist ODS team by importing TB contacts to EpiTrax for outbreak investigation.

3. Continue working with OpenEMPI integration with EpiTrax system:
 - Modified EMSA user interface to integrate with OpenEMPI for matching and assigning people for incoming lab messages per ACDC feedback
 - Updated OpenEMPI configuration to make name changes and gender changes in the Probable Matches section
 - Add OpenEMPI linking service to EpiTrax API logic
4. Continued work on facility deduplication and added new HAI conditions and facility types to support HAI investigations.
5. Resolved time zone issue in EpiTrax for Visit start and Visit end fields to use PT instead of UTC.
6. Updated the credential for NV WebIZ integration with EpiTrax.
7. Working on a new Creutzfeldt-Jakob Disease and Other Transmissible Human Spongiform Encephalopathies form. Resolved issue with drop down option for HIAV test-follow up form.
8. Enabled facility module in EpiTrax.
9. EpiTrax User Requests:

EpiTrax Requests	June 2025	July 2025	August 2025	Sept 2025	Oct 2025	Nov 2025
EpiTrax Requests Completed	9	9	12	12	11	13
EpiTrax Requests Opened	69	66	61	51	53	55
EpiTrax New Requests	7	6	6	2	13	11

B. Electronic Message Staging Area (EMSA)

1. Continue to work on EMSA2, including mapping new LOINC and ICD10-CM codes, integrating incoming labs, data processing, and reviewing logic for exceptions and errors.
2. Onboarded three additional facilities for Electronic Case Reporting (eCR).
3. Resolved an issue of an MPOX ELR that did not show the CLADE result.
4. Resolved the norovirus logic issue when checking for SNPHL lab results.
5. Added a new feature to map the master facility on the exception queue interface.
6. Updated C. auris, Norovirus, Sapovirus, and Astrovirus ELR logic.
7. ELRs and eCRs Volume:

ELRs	June 2025	July 2025	Aug 2025	Sept 2025	Oct 2025	Nov 2025
Total Received	104,562	120,348	115,517	218,838	122,462	118,343
Total Processed	104,353	121,033	115,884	224,642	122,260	117,087
Under Review	609	725	1,461	809	752	1,039
Event Updated	15,867	19,075	16,595	53,047	17,971	15,949
Event Created	8,264	8,481	9,409	46,345	8,441	7,206

eCRs	June 2025	July 2025	Aug 2025	Sept 2025	Oct 2025	Nov 2025
Total Received	455,242	85,864	139,146	103,838	99,140	49,580
Total Processed	44,134	233,966	52,141	35,319	165,472	100,899
Under Review	1,561,101	1,158,275	1,241,940	1,303,566	113,708	84,776
Event Updated	499	3,389	3,560	2,551	15,688	9,733

Event Created	59	629	1,017	648	1,601	784
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C. Data Warehouse

1. Updated the facilities tables by keeping only event-based facilities.
2. Added person vaccine table.
3. Review issue with formbuilder tables with incorrect mapping field values.
4. Added STD event_id and disease onset date to monkeypox coinfection table.

D. Pentaho Report

Pentaho Reports	June 2025	July 2025	August 2025	Sept 2025	Oct 2025	Nov 2025
Updated	6	4	3	1	2	2
Created	0	1	1	0	0	0

E. Dashboard

1. Respiratory disease ArcGIS dashboard went live.
2. Power BI eCW finance billing dashboard: updated new data fields to the report.

F. Southern Nevada Public Health Laboratory (SNPHL)

1. Ongoing support and maintenance of the Laboratory Information System (LIS) for SNPHL operations.
2. Ongoing support of Orchard Outreach. Added six hospital infection prevention programs as new clients.
3. Updated the Laboratory Response Network (LRN) feed as requested by CDC.
4. Ongoing monthly QA reports.
5. SNPHL Requestes:

SNPHL Requests	Oct 2025	Nov 2025
Requests Completed	43	50
Requests Opened	44	48

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. Discussions to implement a universal care plan for the street medicine program.
3. Built structured questions and reports to capture patient Federal Poverty Levels.
4. Updated Clinical Rules Engine rules for automatically assigning CPT codes.
5. Working on migration of eBO reports from old sftp server to new sftp server.
6. Built Lab components to capture colon cancer screening (Cologuard) results.
7. EHR Requests and Reports.

EHR Requests	June 2025	July 2025	Aug 2025	Sept 2025	Oct 2025	Nov 2025
Requests Completed	11	18	49	29	22	22
Requests Opened	15	20	71	18	25	23

eCW Reports	June 2025	July 2025	Aug 2025	Sept 2025	Oct 2025	Nov 2025
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FQHC	3	9	5	8	12	5
PPC	2	6	6	1	1	2

H. Clark County Coroner's Office (CCCO)

1. Reviewing quote and implementation details for electronic infectious disease test ordering.
2. Working with PowerBI contractor to implement upcoming public facing dashboard (anticipated go-live 1/1/26).
3. Produced quarterly reports for the Drug Enforcement Agency (DEA).
4. Finalized code solution for grant cases. Integrated solution requires only a list of case numbers and outputs all fields for CDC input. Automated address validation and Census block/tract extraction.
5. Produced case-specific toxicology data related to motor vehicle accidents for the Department of Public Safety.

I. Data Modernization Initiative (DMI)

1. Continue resolving validation errors reported in TB/LTBI MMG test scenario cases worksheet.
2. Completed Implementation Spreadsheet for Mumps, Pertussis, and Varicella MMGs.
3. Continue adding Public Health Information Network - Vocabulary Access and Distribution System (PHIN VADS) for Mumps, Pertussis, and Varicella in NMI.

J. National Syndromic Surveillance Platform/Electronic Surveillance System for the Early Notification of Community-Based Epidemics (ESSENCE)

1. Maintain and enhance syndromic surveillance system for new providers and future support.

K. Other Projects

1. Maintain and enhance the iCircle web application, including user account support, site maintenance, data QA, and updates.
2. Reviewed Concentric AI results for data dictionary capabilities after initial database scan.
3. Working with IT and the Safety Office to design and implement an Electronic Incident Report Form.
4. Deployed the 2021 Antibigram data into the main SNHD public site.
5. Sent NETSS 2023 - 2024 updated data files to the state.
6. Developed a new Mirth channel to download State COVID and Flu vaccination data.
7. Support PILLARS sites data extract request.

L. National and State Meetings/Workshops

1. Data Modernization Learning Community (DMLC) monthly call.
2. BCHC Data Modernization Workgroup: AI Workshop #1.
3. Statewide Syndromic Surveillance Monthly Workgroup.
4. SNHD Sync meeting with EpiTrax NV Team.
5. PubHealthAI Collaborative Network.
6. CSTE Electronic Laboratory and Disease Reporting Subcommittee Call.
7. CSTE/CDC Frontline Tools Year 2 Workgroup.
8. PHAST Consortium Technical, Weekly Collaboration and Learning, and Manager Meetings.
9. Google Public Sector GenAI Roadshow Series.

10. LHIT Meeting – Strengthening Cybersecurity Defenses at Health Departments Ahead of the Holiday Season.

Information Technology (IT)

Service Requests	Nov 2024	Nov 2025		YTD FY25	YTD FY26	
Service Requests Completed	1,159	643	↓	5,529	4,033	↓
Service Requests Opened	1,292	751	↓	6,232	4,498	↓

Information Services System Availability 24/7	Nov 2024	Nov 2025		YTD FY25	YTD FY26	
Total System	93.45	87.36	↓	95.20	88.19	↓

Total Monthly Work Orders by Department	Nov 2024	Nov 2025		YTD FY25	YTD FY26	
Administration	260	183	↓	1,438	1,111	↓
Community Health	99	70	↓	546	454	↓
Environmental Health	149	127	↓	926	693	↓
Primary & Preventive Care	270	101	↓	1,262	814	↓
Disease Surveillance & Control	161	111	↓	702	582	↓
FQHC	272	91	↓	1,095	651	↓
Other	18	16	↓	81	75	↓

First Call Resolution & Lock-Out Calls	Nov 2024	Nov 2025		YTD FY25	YTD FY26	
Total number of calls received	1,292	751	↓	5,420	4,498	↓

Workforce Team – Public Health Infrastructure Grant (PHIG)

Workforce Team

- Workforce engagements:
 - Monthly Position Review Committee cancelled for November 2025.
 - Prepared the November 2025 Hiring Plan for submission to CDC.
 - Participated in the November Board of Health Meeting (remotely).
 - Continued working with Finance Accountant(s) and Financial Analyst assigned to PHI Grant to make sure the budget is on-track.
 - November provided an informational and educational event; PHIG took part in the de Beaumont Foundation's Mission Critical: Rebuilding the Public Health Workforce.
 - Met with Grants Management Specialist at the CDC to discuss grant, budget, and status of Project Officer.

CDC Requirements

- Monthly CDC Project Officer meeting is on hold due to the Federal Government shutdown and P.O. is on furlough.
- Finalized, reviewed, and approved monthly hiring plan for submission to the CDC.
- Received updated NCC A2 (Foundational Capabilities) Budget returning amount to Year 3 levels versus Year 1 levels.

Performance Management

- Eight team hours spent participating in annual manager's conference.
- Participated in 1-hour workshop for Learning Agenda for Systems Change (LASC) Toolkit 2.0 from UC Denver.
- Two team hours invested in preparation and presentation at monthly manager's meeting on PHAB Reaccreditation and Strategic Plan progress and gaps.
- Three team hours invested in Mission Critical: Rebuilding the Public Health Workforce workshop from de Beaumont Foundation.
- Volunteered two team hours to support production of local active shooter video to be mandatory training for all SNHD staff.
- Invested six team hours in Strategic Plan analysis and process-design for leaders to upgrade strategic objectives to make the plan more effective while satisfying PHAB requirements for Reaccreditation.

Quality Improvement

- Eighteen hours spent on FQHC Appointment Utilization project
 - Six team hours spent on presentation design, collaboration, and delivery at the all-staff meeting.
 - Eleven team hours spent observing and documenting for analysis Medical Assistants and Nurses in FQHC Care Teams seeking best practices and elimination of waste.
- One-point-three hours spent in team coaching for PHAB deliverables.
- Two and a half hours spent in preparation, documentation, and delivery of monthly PMQI Team meeting.
- One hour spent on monthly QI Advocates call facilitated by peers at NVDPBH for statewide QI practitioners.
- Two team hours spent on training and support of an Environmental Health team in their first Just Did It QI projects.

PHAB Reaccreditation

- Six and a half hours spent in design, planning and communication with Stanford School of Design (d-School) to facilitate multiple workshops offsite in Las Vegas to drive innovation through human-centered design and working through ambiguity.
- One and a half hours spent in follow up with PHAB collaborator to identify and mitigate gaps.
- Two hours spent planning and collaboration with community partners and internal staff in CHIP Funding Workshop.
- Spent eleven team hours on PHAB deliverables concentrating on Performance Management.
- Overall documentation completion rose three percentage points to 88% from the last monthly report of 85%. Documentation is due for final submission after a mock site visit in January 2027.

PHIG

- Three team hours spent editing and designing a data slide additional to video regarding PHIG benefits for the Healthy Start program.
- Half an hour spent meeting CDC Grant Management Specialist seeking operational answers with termination of the Project Officer.
- Five team hours consumed in attendance of virtual ARC from NNPHI learning best practices of other PHIG recipients.
- Three hours spent in budget analysis and verification on project budgets through 11/30/2027
 - Anticipating no unspent funds for related projects on 12/1/2026 from prior periods.

Appendix A – Office of Communications

Media, Collateral and Community Outreach Services:

Media – Digital/Print Articles

Media - Broadcast stories

Collateral - Advertising/Marketing Products

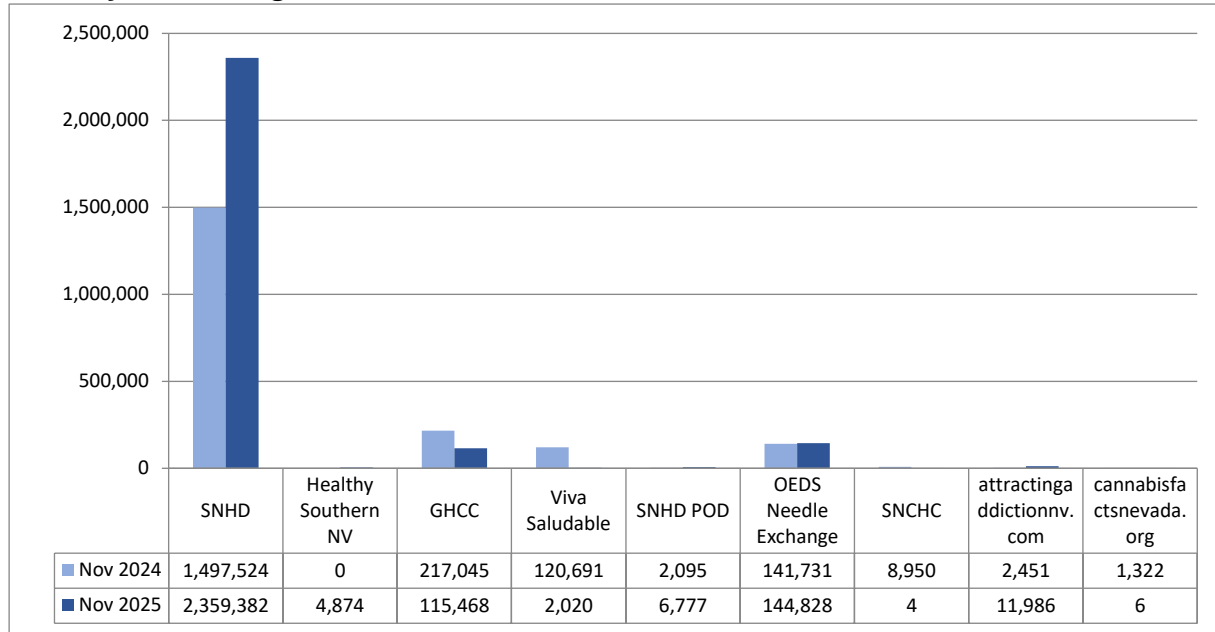
Community Outreach - Total Volunteers¹

Community Outreach - Volunteer Hours

	Nov 2024	Nov 2025		YTD FY25	YTD FY26	
Media – Digital/Print Articles	17	26	↑	215	164	↓
Media - Broadcast stories	51	64	↑	616	510	↓
Collateral - Advertising/Marketing Products	16	15	↓	140	76	↓
Community Outreach - Total Volunteers ¹	11	1	↓			
Community Outreach - Volunteer Hours	688	21	↓	3,424	245	↓

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

Monthly Website Page Views:



-Began reporting Health Southern Nevada monthly views in April 2025.

Social Media Services		Nov 2024	Nov 2025		YTD FY25	YTD FY26
Facebook SNHD	Followers	13,489	13,705	↑	N/A	N/A
Facebook GHCC	Followers	6,114	6,083	↓	N/A	N/A
Facebook SHC	Followers	1,637	1,610	↓	N/A	N/A
Facebook Food Safety	Followers	170	179	↑	N/A	N/A
Instagram SNHD	Followers	4,971	5,585	↑	N/A	N/A
Instagram Food Safety	Followers	527	535	↑	N/A	N/A
Instagram GetHealthyCC	Followers	235	341	↑	N/A	N/A
Instagram @Ez2stop	Followers	152	152	-	N/A	N/A
X (Twitter) EZ2Stop	Followers	152	248	↑	N/A	N/A
X (Twitter) SNHDflu	Followers	1,785	1,775	↓	N/A	N/A
X (Twitter) Food Safety	Followers	98	100	↑	N/A	N/A
X (Twitter) SNHDinfo	Followers	10,107	9,944	↓	N/A	N/A
X (Twitter) TuSNHD	Followers	343	340	↓	N/A	N/A
X (Twitter) SoNVTraumaSyst	Followers	123	103	↓	N/A	N/A
Threads SNHD	Followers	936	1,003	↑	N/A	N/A
TikTok @Ez2stop	Views	29	52	↑	N/A	N/A

*SNHD added to TikTok in September 2024

Appendix B – Finance – Payroll Earnings Summary – October 25, 2025 to November 7, 2025

PAYROLL EARNINGS SUMMARY October 25, 2025 to November 7, 2025

	Pay Period	Calendar YTD	Fiscal YTD	Budget 2026	Actual to Budget	Incurred Pay Dates to Annual
PUBLIC HEALTH & PREVENTATIVE CARE	\$ 314,014.82	\$ 7,417,145.57	\$ 3,254,666.53	\$ 9,195,237.18	35%	
ENVIRONMENTAL HEALTH	\$ 656,421.82	\$ 15,178,369.53	\$ 6,643,762.74	\$ 17,951,295.42	37%	
COMMUNITY HEALTH	\$ 309,169.23	\$ 7,397,153.85	\$ 3,297,857.47	\$ 9,910,529.22	33%	
DISEASE SURVEILLANCE & CONTROL	\$ 381,102.31	\$ 8,974,587.96	\$ 3,922,749.21	\$ 10,671,639.69	37%	
FQHC	\$ 342,046.06	\$ 8,252,704.26	\$ 3,515,818.94	\$ 11,060,800.45	32%	
ADMINISTRATION W/O ICS-COVID	\$ 598,288.17	\$ 14,458,958.07	\$ 6,424,689.27	\$ 15,657,123.65	41%	
TOTAL	\$ 2,601,042.41	\$ 61,678,919.24	\$ 27,059,544.16	\$ 74,446,625.61	36%	38%

FTE

796

Regular Pay	\$ 2,148,777.96	\$ 50,170,066.22	\$ 22,490,256.43
Training	\$ 3,816.82	\$ 113,235.29	\$ 62,772.72
Final Payouts	\$ -	\$ 702,212.47	\$ 415,112.88
OT Pay	\$ 18,197.32	\$ 368,376.54	\$ 208,480.05
Leave Pay	\$ 394,977.37	\$ 8,834,605.98	\$ 3,247,819.92
Other Earnings	\$ 35,272.94	\$ 1,490,422.74	\$ 635,102.16

TOTAL

\$ 2,601,042.41 \$ 61,678,919.24 \$ 27,059,544.16

BI-WEEKLY OT/CTE BY DIVISION/DEPARTMENT

October 25, 2025 to November 7, 2025

Overtime Hours and Amounts

Comp Time Hours Earned and Value

ADMINISTRATION						
<u>Employee</u>	<u>Project/Grant Charged to</u>	<u>Hours</u>	<u>Amount</u>	<u>Employee</u>	<u>Hours</u>	<u>Value</u>
Viote, Jorge		5.00	340.30			
Hall, Steven		0.25	12.18			
Thede, Stacy		4.00	136.48			
Masters, Christopher		3.50	119.42			
Kuahiwinui-McGuire, Brandon		10.00	332.55			
Ines, Heinrich		4.00	133.02			
Murphy, Melissa		5.00	198.77			
Sanabria, Luis		4.50	145.62			
Sterling, Nathan		4.50	142.32			
Herrera Ortiz, Maria		11.00	415.62			
Anguiano, Cristina		3.00	113.35			
Total Administration		54.75	2089.63		0.00	0.00

COMMUNITY HEALTH SERVICES						
<u>Employee</u>	<u>Project/Grant Charged to</u>	<u>Hours</u>	<u>Amount</u>	<u>Employee</u>	<u>Hours</u>	<u>Value</u>
Total Community Health Services		0.00	0.00		0.00	0.00

FQHC-COMMUNITY HEALTH CLINIC						
<u>Employee</u>	<u>Project/Grant Charged to</u>	<u>Hours</u>	<u>Amount</u>	<u>Employee</u>	<u>Hours</u>	<u>Value</u>
Avalos, Mayra		-0.75	-52.38	Avalos Mayra	0.75	34.92
Avalos, Mayra	FP_25 NO MILEA	0.75	52.38	Bingham Julie	0.38	17.90
Bingham, Julie		-0.38	-26.85			
Bingham, Julie	FP_25 NO MILEA	0.38	26.85			
Total FQHC-Community Health Clinic		0.00	0.00		1.13	52.82

PUBLIC HEALTH & PREVENTATIVE CARE						
<u>Employee</u>	<u>Project/Grant Charged to</u>	<u>Hours</u>	<u>Amount</u>	<u>Employee</u>	<u>Hours</u>	<u>Value</u>
Mercado, Yarem		9.00	396.49			
Nagai, Sage		11.00	768.18			
Landini, Karleena		0.75	53.71			
Total Public Health & Preventative Care		20.75	1218.38		0.00	0.00

ENVIRONMENTAL HEALTH

<u>Employee</u>	<u>Project/Grant Charged to</u>	<u>Hours</u>	<u>Amount</u>	<u>Employee</u>	<u>Hours</u>	<u>Value</u>
Brounstein, Jodi		0.75	51.04	Ahmed Maryam	11.25	375.72
Hall, Nancy		10.00	753.72	Charfauros Adair	6.00	205.40
Kaderlik, Patricia		7.00	476.41	Erickson Sarah	10.88	336.63
Schamaun, Kris		10.00	527.34	Garcia Jason	1.13	52.38
Edwards, Tara		1.00	73.42	Gonzalez Kimberly	2.25	73.21
Sheffer, Thanh		9.00	612.54	Hernandez Abel	2.25	67.84
Ortiz-Rivera, Vanessa		13.00	870.57	Herrera Carlos	2.63	79.15
Pontius, Kevin		3.00	198.85	Johnson Rabea	5.63	242.58
Lucas, Brianna		2.50	157.61	LeBeaux Bryanna	10.50	325.02
Moreno, Kristina		2.25	138.33	Vinh Jonathan	4.88	150.90
Cummins, Veronica		9.75	568.78	Schuler Emalee	5.25	158.29
Wills, Jerry		6.00	332.82			
Blackard, Brittanie		3.00	166.41			
Kuehn, Jennifer		0.50	27.02			
Valadez, Alexis		3.00	158.20			
Rakita, Daniel		10.50	539.17			
Diaz-Ontiveros, Luz		8.50	448.24			
Jones, Mallory		16.25	834.44			
Thein, Kelsey		0.50	25.67			
Wells, Jordan		1.25	64.19			
Brown, Tevin		16.75	860.11			
Sripamong, Jacqueline		15.75	808.76			
Najera, Luisa		5.25	269.58			
Craig, Jill		1.50	77.02			
Edmonds, Alexis		14.00	701.34			
Hall, Alyssa		11.00	536.90			
Gonzalez, Kimberly		5.00	244.05			
Vinh, Jonathan		6.50	301.80			
Figuerola, Natalya		7.75	359.84			
Concepcion, Derrell Glen		5.50	255.38			
LeBeaux, Bryanna		0.50	23.22			
Herrera, Carlos		5.00	226.14			
Roberts, Jamie		20.25	915.84			
Hernandez, Abel		9.25	418.34			
Flors, Ryan		0.75	33.92			
Gonzalez, Jorge		7.25	327.89			
Total Environmental Health		249.75	13384.90		62.63	2067.12

DISEASE SURVEILLANCE & CONTROL

<u>Employee</u>	<u>Project/Grant Charged to</u>	<u>Hours</u>	<u>Amount</u>	<u>Employee</u>	<u>Hours</u>	<u>Value</u>
O'Connor, Kelli	HV2PRV25	6.00	397.71	Raman Devin	0.38	18.84
Ewing, Tabitha	HV2PRV25	3.75	248.57			
Palmer, Treva		0.75	53.70			
Barnnett, Sarie	HV2PRV25	4.00	195.24			
Bravo Rosas, Jazmin	HV2PRV25	3.50	146.49			
Alvarez, Jeffrey	HV2PRV25	5.50	218.65			
Baltazar, Josephine	HV2PRV25	5.00	244.05			
Total Disease Surveillance & Control		28.50	1504.41		0.38	18.84
Combined Total		353.75	18197.32		64.13	2138.78

Appendix C – Finance – Payroll Earnings Summary – November 8, 2025 to November 21, 2025

PAYROLL EARNINGS SUMMARY November 8, 2025 to November 21, 2025

	Pay Period	Calendar YTD	Fiscal YTD	Budget 2026	Actual to Budget	Incurred Pay Dates to Annual
PUBLIC HEALTH & PREVENTATIVE CARE	\$ 315,637.98	\$ 7,732,783.55	\$ 3,570,304.51	\$ 9,195,237.18	39%	
ENVIRONMENTAL HEALTH	\$ 652,971.71	\$ 15,831,341.24	\$ 7,296,734.45	\$ 17,951,295.42	41%	
COMMUNITY HEALTH	\$ 305,664.81	\$ 7,702,818.66	\$ 3,603,522.28	\$ 9,910,529.22	36%	
DISEASE SURVEILLANCE & CONTROL	\$ 341,724.35	\$ 9,316,312.31	\$ 4,264,473.56	\$ 10,671,639.69	40%	
FQHC	\$ 339,585.12	\$ 8,592,289.38	\$ 3,855,404.06	\$ 11,060,800.45	35%	
ADMINISTRATION W/O ICS-COVID	\$ 642,469.18	\$ 15,101,427.25	\$ 7,067,158.45	\$ 15,657,123.65	45%	
TOTAL	\$ 2,598,053.15	\$ 64,276,972.39	\$ 29,657,597.31	\$ 74,446,625.61	40%	42%

FTE

795

Regular Pay	\$ 1,983,131.40	\$ 52,153,197.62	\$ 24,473,387.83
Training	\$ 1,804.04	\$ 115,039.33	\$ 64,576.76
Final Payouts	\$ -	\$ 702,212.47	\$ 415,112.88
OT Pay	\$ 22,150.60	\$ 390,527.14	\$ 230,630.65
Leave Pay	\$ 565,141.46	\$ 9,399,747.44	\$ 3,812,961.38
Other Earnings	\$ 25,825.65	\$ 1,516,248.39	\$ 660,927.81
TOTAL	\$ 2,598,053.15	\$ 64,276,972.39	\$ 29,657,597.31

BI-WEEKLY OT/CTE BY DIVISION/DEPARTMENT November 8, 2025 to November 21, 2025

Overtime Hours and Amounts

Comp Time Hours Earned and Value

ADMINISTRATION

<u>Employee</u>	<u>Project/Grant Charged to</u>	<u>Hours</u>	<u>Amount</u>	<u>Employee</u>	<u>Hours</u>	<u>Value</u>
Chamberlain, Robert (Bob)		8.00	343.84	Duque Armando	1.50	61.48
Galaviz, Monica		2.00	139.67	Tran Amy	5.25	220.65
Thede, Stacy		4.00	136.48	Anguiano Cristina	3.00	75.57
Kuahiwinui-McGuire, Brandon		4.00	133.02			
Ines, Heinrich		11.00	365.82			
Murphy, Melissa		2.00	79.51			
Total Administration		31.00	1198.34		9.75	357.70

COMMUNITY HEALTH SERVICES

<u>Employee</u>	<u>Project/Grant Charged to</u>	<u>Hours</u>	<u>Amount</u>	<u>Employee</u>	<u>Hours</u>	<u>Value</u>
Total Community Health Services		0.00	0.00		0.00	0.00

FQHC-COMMUNITY HEALTH CLINIC

<u>Employee</u>	<u>Project/Grant Charged to</u>	<u>Hours</u>	<u>Amount</u>	<u>Employee</u>	<u>Hours</u>	<u>Value</u>
Fincher, Ina		1.00	79.36	Bingham Julie	0.38	17.90
Medina, Mirelly		0.50	21.49			
Del Rosario, Edna		0.50	25.05			
Valdes-Ayala, Beatriz		0.25	10.74			
Perez, Jose		0.50	20.92			
Romero, Esther		0.25	11.61			
Bingham, Julie		-0.38	-26.85			
Bingham, Julie	FP_25 NO MILEA	0.38	26.85			
Total FQHC-Community Health Clinic		3.00	169.17		0.38	17.90

PUBLIC HEALTH & PREVENTIVE CARE

<u>Employee</u>	<u>Project/Grant Charged to</u>	<u>Hours</u>	<u>Amount</u>	<u>Employee</u>	<u>Hours</u>	<u>Value</u>
Sprance-Grogan, Carolyn		10.00	583.37			
Landini, Karleena		1.50	107.41			
Total Public Health & Preventative Care		11.50	690.78		0.00	0.00

ENVIRONMENTAL HEALTH

<u>Employee</u>	<u>Project/Grant Charged to</u>	<u>Hours</u>	<u>Amount</u>	<u>Employee</u>	<u>Hours</u>	<u>Value</u>
Hall, Nancy		10	753.72	Brounstein Jodi	1.13	51.04
Taylor, George		2.5	170.15	Cavin Erin	9.00	408.36
Billings, Jacob		5	376.86	Charfauros Adair	7.13	243.91
Sheffer, Thanh		13	884.78	Dalton Jonathan	6.00	272.24
Piar, Diane		13.75	935.82	Ramakrishnan Veena	1.95	81.96
Lett, Kendra		0.25	17.46	Robinson Gary	5.25	238.21
Lucas, Brianna		2	129.38	Santiago Anthony	3.75	170.15
Moreno, Kristina		7.75	476.47	Smith Jess	3.75	149.63
Cummins, Veronica		1.25	72.92	Thompson William B	7.88	330.98
McCann, Alexandra		2	105.47	Valadez Alexis	1.88	65.92
Michel, Guillermo		2	102.7	Vinh Jonathan	1.88	58.04
Calzado, Neil		2.5	128.37	Welch Brenda	4.50	226.12
Jones, Mallory		1.75	89.86	Edmonds Alexis	5.25	175.34
Thein, Kelsey		1.5	77.02			
Brown, Tevin		5	256.74			
Sripamong, Jacqueline		23.25	1193.87			
Craig, Jill		5	256.75			
Wade, Cynthia		1	51.35			
Ahmed, Maryam		6.5	325.62			
Bidinger, Joy		7	359.44			
Edmonds, Alexis		3.25	162.81			
Hall, Alyssa		2	97.62			
Dunne, Rebecca		1.5	73.21			
Vinh, Jonathan		5.75	266.98			
Figueroa, Natalya		8.25	383.06			
Hernandez, Lilian		4.5	208.94			
Herrera, Carlos		10.25	463.58			
Roberts, Jamie		3.5	158.29			
Hernandez, Abel		2	90.45			
Rivera Perez, Alexia		3.5	158.29			
Gonzalez, Jorge		3	135.68			
Total Environmental Health		160.50	8963.66		59.33	2471.90

DISEASE SURVEILLANCE & CONTROL

<u>Employee</u>	<u>Project/Grant Charged to</u>	<u>Hours</u>	<u>Amount</u>	<u>Employee</u>	<u>Hours</u>	<u>Value</u>
Johnson, Monique	HV2PRV25	4.00	252.17	Raman Devin	4.13	207.27
Constantin, Melissa	HV2PRV25	10.00	753.71			
Raman, Devin		4.50	339.17			
Donnell, Jessica		2.50	161.72			
Ewing, Tabitha	HV2PRV25	5.25	347.99			
Montgomery, Joshua	NV2EHE25	5.25	366.63			
Palmer, Treva	HV2PRV25	6.00	429.66			
Reyes, Rebecca	HV2PRV25	4.50	306.27			
Herrera, Reyna	HV2PRV25	5.00	307.40			
De Los Santos, Sherilyn	HV2PRV25	45.00	2196.39			
Contreras, Katherine	HV2PRV25	30.00	1356.78			
Solomo II, Lauro	HV2PRV25	20.00	775.85			
De Los Reyes, Bethany	HV2PRV25	32.00	1121.55			
Missel, Hannah	SBSTD25	20.00	700.96			
Lloyd, Victoria		1.25	58.04			
Dietz, Jessica		0.50	23.22			
DiGoregorio, Amanda		1.25	71.10			
DiGoregorio, Amanda	HV2PRV25	10.00	568.87			
Giang, Khang	SBSTD25	22.50	991.17			
Total Disease Surveillance & Control		229.50	11128.65		4.13	207.27
Combined Total		435.50	22150.60		73.58	3054.77