

# MEMORANDUM



**Date:** February 26, 2026  
**To:** Southern Nevada District Board of Health  
**From:** Jason Frame, *Acting Deputy District Health Officer-Administration*   
Cassius Lockett, PhD,MS, *District Health Officer*   
**Subject:** **Administration Division Monthly Report – January 2026**

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## Executive Summary

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The Office of Communications issued one News Release and released a commercial promoting services offered at the Southern Nevada Community Health Center (SNCHC) on streaming services, which has, as of January 29, garnered 1.3 million impressions. Additionally, Google Ads were placed supporting the Your Shot campaign. Health Cards served 13,261 total clients, including 3,450 clients renewing online. The \$5 increase on first-time and renewed Food Handler Safety Training Cards and Certified Food Safety Manager Cards went into effect January 1. As of January 30, 2026, the Health District had 794 active employees. Human Resources posted 8 employment opportunities, held 52 interviews, extended 15 job offers, and onboarded seven new hires.

## Office of Communications

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### **News Releases Disseminated:**

- Health District offers free diabetes classes in English and Spanish

### **Press:**

- Proposed septic tank regulations
- Legionnaires' disease cases at Harrah's Laughlin
- Respiratory illnesses
- Bed bugs at Basic Academy
- Diabetes self-management classes

Five hundred seven news clips related to the Health District, local news coverage and national coverage of public health topics were compiled in January. Coverage includes traditional print, broadcast, digital and online media outlets. A complete list is available at <https://media.southernnevadahealthdistrict.org/download/oc/202601-PI-Report.pdf>.

### **Advertisements, Projects Completed and Social Media Summary:**

In January, a commercial was placed promoting services offered at the Southern Nevada Community Health Center (SNCHC) on streaming services. As of January 29, the ad has garnered 1.3 million impressions. Additionally, Google Ads were placed supporting the Your Shot campaign and Office of Communications staff members collaborated with the Health Equity team to promote the SPARK Youth Advisory Council and assisted the Office of Public Health Preparedness to design and rebrand the Southern Nevada Point of Dispensing website. The Office of Communications also prepared collateral for the Street Medicine program and worked with the Environmental Health division to design postcard mailers for the proposed Individual Sewage Disposal System (ISDS) regulations outreach meeting.

The Office of Communications responded to 148 public information inquiries in January related to Health District programs and services, vaccine clinic requests, health fair invitations, and complaints. The team also received 82 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 promoted Three Square food distributions, New Year messaging, Healthy Holidays for Get Healthy Clark County, holiday closures, Your Shot campaign, Strip Club (fentanyl and xylazine test strips), a video on free diabetes classes, CredibleMind, partial SNCHC closures, Cervical Cancer Awareness Month, PrEP services, 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: 14
- Department of Welfare & Supportive Services Medicaid/Supplemental Nutrition Assistance Program applications: 3255
- January 30: Three Square food distribution

**Government Affairs Update:**

- Compiled and submitted quarterly State Public Health Funds progress reports

**Meetings and Events of Note:**

- January 2: Public Health Study Discussion
- January 6: Accreditation review
- January 6: Meeting of the Joint Interim Standing Committee on Health and Human Services
- January 6: FQHC Tour and Meeting with Ryan Hampton
- January 9: Big Cities Health Coalition PIO/Communications Call
- January 12: Public Health Study Planning Meeting
- January 13: Southern Nevada School Traffic Safety Working Group Meeting
- January 14: Southern Nevada School Traffic Safety Policy Sub-working Group Meeting
- January 14: Public Health Policy Strategy Meeting
- January 15: Lean Six Sigma Yellow Belt Certification
- January 20: Behavioral Health Association of Nevada Policy Forum
- January 20: Public Workshop to consider amendments to Nevada Administrative Code (NAC Chapter 441A)
- January 21: 2026 – The Year Ahead for PCAs and CHCs webinar
- January 29: Public Health Communications Collaborative Webinar: Ask Us Anything: Communicating About Immunization
- Meetings for Nevada Tobacco Control and Smoke-free Coalition
- Meetings for CHIP Public Health Funding Workgroup
- Meetings related to State Public Health Funds and SB118
- Meetings to plan for State of Public Health event

Please see Appendix A for the following:

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

## Facilities

<b>Monthly Work Orders</b>	<b>Jan 2025</b>	<b>Jan 2026</b>		<b>YTD FY25</b>	<b>YTD FY26</b>	
Maintenance Responses	484	626	↑	2,832	2,783	↓
Electrical Work Orders	51	69	↑	249	288	↑
HVAC Work Orders	17	157	↑	413	565	↑
Plumbing Work Orders	23	19	↓	137	106	↓
Preventive Maintenance	60	19	↓	247	150	↓
Security Responses	2,803	1,819	↓	17,898	13,632	↓

**Current Projects**

Decatur Location

- Installed TVs and ran data cables in the FQHC.
- Ran data cables in the clinical lab.
- Relocated HR employee.

- Remodeled HR office.

SNPHL Location

- Repaired 2<sup>nd</sup> floor drain.

## Finance

	Jan 2025	Jan 2026		YTD FY25	YTD FY26	
<b>Total Monthly Work Orders</b>						
Purchase Orders Issued*	530	413	↓	6,498	3,334	↓
Grants Pending – Pre-Award**	5	3	↓	30	18	↓
Grants in Progress – Post-Award***	6	9	↑	72	57	↓

\*Includes purchase requests and p-card transactions.

\*\*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.

<b>Grants Expired – January 2026</b>						
KEY: P=Pass-through, F=Federal, S=State, O=Other						
Project Name	Grantor	End Date	Amount	Reason	FTE	Comments
5 H80CS33641-06, Health Center Service Area Competition, Year 2 of 3, (hcsac_25)	F-HRSA	1/31/2026	\$1,023,114	End of budget period	4.57	FY26 was awarded

<b>Grants Awarded – January 2026</b>							
KEY: P=Pass-through, F=Federal, S=State, O=Other							
Project Name	Grantor	Received	Start Date	End Date	Amount	Reason	FTE
State of Nevada, Ryan White Part B Non Medical Case Management, Amendment 1 (hcrwnb25)	P-HRSA	1/13/2026	4/1/2025	3/31/2026	\$459,369	Additional funds awarded	0.00
State of Nevada, Ryan White Part B Medical Case Management, Amendment 1 (hcrwbm25)	P-HRSA	1/13/2026	4/1/2025	3/31/2026	\$257,288	Additional funds awarded	0.00
State of Nevada, Ryan White Part B Eligibility, Amendment 1 (hcrwbe25)	P-HRSA	1/13/2026	4/1/2025	3/31/2026	\$101,638	Additional funds awarded	0.00

<b>Grants Awarded – January 2026</b>							
<b>KEY: P=Pass-through, F=Federal, S=State, O=Other</b>							
<b>Project Name</b>	<b>Grantor</b>	<b>Received</b>	<b>Start Date</b>	<b>End Date</b>	<b>Amount</b>	<b>Reason</b>	<b>FTE</b>
PACT Coalition, Year 2 of 5 (pfs_26)	P-PACT	1/15/2026	9/30/2025	9/29/2026	\$72,717	FY2026 renewal reinstated 1/15	0.55
State of Nevada, State Opioid Response (sor_26)	P-SAMHSA	1/22/2026	9/30/2025	9/29/2026	\$1,165,256	FY2026 renewal	3.00
State of Nevada, Tobacco Control Program (tob_25)	P-CDC	1/20/2026	7/1/2025	4/28/2026	\$374,664	FY2026 renewal	0.95
SAMHSA First Responders-Comprehensive Addiction and Recovery Act Grants FR-CARA Yr4 of 4 NCC (frcar_26)	F-SAMHSA	1/15/2026	9/30/2025	9/29/2026	\$500,000	FY2026 renewal reinstated 1/15	1.85
State of Nevada, National Cardiovascular Health Program, Year 4 of 4 (hds04_25)	P-CDC	1/6/2026	7/1/2025	6/29/2026	\$118,649	FY2026 renewal	0.55
5 H80CS33641-06, Health Center Service Area Competition, Year 3 of 3(hcsac_26)	F-HRSA	1/15/2026	2/1/2026	1/31/2027	\$1,023,114	FY2026 renewal	3.70

<b>Contracts Awarded – January 2026</b>							
<b>KEY: P=Pass-through, F=Federal, S=State, O=Other</b>							
<b>Project Name</b>	<b>Grantor</b>	<b>Received</b>	<b>Start Date</b>	<b>End Date</b>	<b>Amount</b>	<b>Reason</b>	<b>FTE</b>
Catholic Charities of Southern Nevada, Refugee Health Program (hcrhp_26)	Contract	1/7/2026	10/1/2025	9/30/2026	\$17,577	FY2026 renewal	0.05

<b>Contracts Awarded – January 2026</b>							
<b>KEY: P=Pass-through, F=Federal, S=State, O=Other</b>							
<b>Project Name</b>	<b>Grantor</b>	<b>Received</b>	<b>Start Date</b>	<b>End Date</b>	<b>Amount</b>	<b>Reason</b>	<b>FTE</b>
Clark County, Ryan White HIV/AIDS Part A, Transitional Grant Area, Medical, Core and Support Services (rwa_25)	Contract	1/21/2026	3/1/2025	2/8/2026	\$132,516	FY26 additional funds	0.00
Alzheimer's Association, National Healthy Brain Initiative (hbi_26)	Contract	1/27/2026	9/30/2025	9/29/2026	\$50,000	New effort	0.00
Clark County, Ryan White Clinical Quality Management-ILA YR 1 of 3 (rqacqm26)	Contract	1/28/2026	9/1/2025	2/28/2026	\$25,000	FY2026 renewal	0.13

## 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 January, we averaged 111 “passing and paying” online renewal clients per day, with a total of 3,450 clients renewing online.
3. A \$5 increase on first-time and renewed Food Handler Safety Training Cards and Certified Food Safety Manager Cards went into effect January 1. Clients have been very understanding about the increase, which is our first in 25 years.

<b>CLIENTS SERVED</b>	<b>Jan 2026</b>	<b>Dec 2025</b>	<b>Nov 2025</b>	<b>Oct 2025</b>	<b>Sept 2025</b>	<b>Aug 2025</b>
FH Cards – New	4,205	3,795	3,390	4,110	4,647	4,635
FH Cards – Renewals	3,303	2,521	2,107	2,420	2,476	2,550
FH Cards – Online Renewals	3,450	2,331	2,389	2,497	2,323	2,482

<b>CLIENTS SERVED</b>	<b>Jan 2026</b>	<b>Dec 2025</b>	<b>Nov 2025</b>	<b>Oct 2025</b>	<b>Sept 2025</b>	<b>Aug 2025</b>
Duplicates	649	444	353	530	504	529
CFSM (Manager) Cards	240	189	175	192	257	221
Re-Tests	1,304	950	859	1,100	1,175	1,309
Body Art Cards	110	90	81	109	121	120
<b>TOTALS</b>	<b>13,261</b>	<b>10,320</b>	<b>9,354</b>	<b>10,958</b>	<b>11,503</b>	<b>11,846</b>

## Human Resources (HR)

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### **Employment/Recruitment:**

- 0 New job title for January
- 794 active employees as of January 30, 2026
- 7 New Hire, including 1 rehire and 0 reinstatements
- 3 Terminations, including 0 retirements
- 2 Promotions, 4 Flex-reclasses
- 2 Transfers, 0 Lateral Transfer
- 1 Demotion
- 39 Annual Increases
- 52 Interviews
- 15 Offers extended (0 offers declined)
- 8 Recruitments posted
- Turn Over Rates
  - District Administration: 0.005%
  - Community Health: 0.0106%
  - Disease Surveillance & Control: 0.000%
  - Environmental Health: 0.000%
  - Public Health & Preventive Care: 0.010%
  - FQHC: 0.000%

### **Temporary Employees**

- 6 Temporary Staff

### **Safety**

- To be included in next month's report

### **Employee/Labor Relations**

- 2 Coaching and Counseling, 2 Verbal Warning, 0 Written Warnings, 0 Suspensions, 0 Final Written Warnings, 0 Termination, 0 Probationary Releases
- 8 Grievances
- 0 Arbitrations
- 50 Hours of Labor Meetings (with Union)
- 60 hours investigatory meetings
- 5 Investigations
- 9 Complaints & Concerns
- 100 Hours ER/LR Meetings with managers or employees

- Number of EEOC/NERC and EMRB cases: 4

**Interns**

There were a total of 17 interns providing 465 applied public health practice hours in January 2026.

<b>Interns and Clinical Rotations</b>	<b>Jan 2026</b>	<b>YTD</b>
Total Number of Interns <sup>1</sup>	17	62
Internship Hours <sup>2</sup>	465	3,808

<sup>1</sup>Total number of students, residents, and fellows

<sup>2</sup> Approximate hours students, residents, and fellows worked in applied public health practice

**Training (In-Person and Online)**

- January 15, 2026 – Leadership Development Graduation (11 participants)
- January 21, 2026 – Team Vital Signs Debrief (13 participants)
- January 22, 2026 – OVS Committee Meeting (19 participants)

**New Hire Orientation**

- January 5, 2026: 3 New Hires
- January 12, 2026: 1 New Hire
- January 20, 2026: 3 New Hires

**Informatics**

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**A. EpiTrax**

1. Work with the Epidemiology and Surveillance teams to monitor systems and applications, investigate and resolve issues, and provide ongoing user account support.
2. Completed the second batch of facility de-duplication within EpiTrax and EMSA, merging more than 3,000 facilities. Continued working on facility deduplication.
3. Completed adding new MPOX Clade, intimate contact and related fields to the MPOX form, Multidrug-Resistant Organism (MDRO)-related forms to HAI conditions, updated measles & measles Exposure forms.
4. Continue to clean up immunization & vaccination form questions, adding more questions to case management form for new Referral 2 Care program.
5. Updated the outbreak numbering logic to reset the outbreak counter to 1 at the start of each calendar year.
6. Added an “Attachments” section to the Facilities module.
7. Resolved an issue where encounter dates were not sorted correctly on outbreak events.
8. Added sorting functionality to outbreak attachments.
9. Enabled automatic insertion of slashes ( / ) in date fields as users’ type.
10. Updated the form builder validation logic to allow previously inactive questions to be added to different sections.
11. Prepared the integration process for Accela establishments to be incorporated into EpiTrax.
12. Reviewed the Immunization Information System (IIS) and EpiTrax vaccine import processes with the Epi and ACDC team.
13. Assisted ODS with importing TB contacts from multiple outbreaks into EpiTrax.
14. Added Substance Use Disorder as a relevant comorbidity to all STI conditions.

15. Automatically closed Candida auris cases prior to 2026 and removed associated queues due to delays in lab processing.
16. Set up ODBC access to EpiTrax live data, enabling Epi staff to copy queries from the export module and run real time data analysis.
17. EpiTrax User Requests:

<b>EpiTrax Requests</b>	<b>July 2025</b>	<b>Aug 2025</b>	<b>Sept 2025</b>	<b>Oct 2025</b>	<b>Nov 2025</b>	<b>Dec 2025</b>	<b>Jan 2026</b>
EpiTrax Requests Completed	9	12	12	11	13	16	15
EpiTrax Requests Opened	66	61	51	53	55	57	53
EpiTrax New Requests	6	6	2	13	11	18	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, susceptibility panel result and reviewing logic for exceptions and errors.
2. Onboarded four new facilities for Electronic Case Reporting (eCR).
3. Updated most HAI conditions to automatically close cases when results are positive that match with investigation grid.
4. ACDC provided a training session in EMSA2 to review the current ACDC workflow for consideration in the OpenEMPI integration.
5. Resolved a Mirth ELR processing issue that was preventing extraction of organisms tested in susceptibility panels.
6. ELRs and eCRs Volume:

<b>ELRs</b>	<b>July 2025</b>	<b>Aug 2025</b>	<b>Sept 2025</b>	<b>Oct 2025</b>	<b>Nov 2025</b>	<b>Dec 2025</b>	<b>Jan 2026</b>
Total Received	120,348	115,517	218,838	122,462	118,343	135,111	132,370
Total Processed	121,033	115,884	224,642	122,260	117,087	135,038	152,490
Under Review	725	1,461	809	752	1,039	1,421	2,420
Event Updated	19,075	16,595	53,047	17,971	15,949	19,496	22,630
Event Created	8,481	9,409	46,345	8,441	7,206	8,516	9,472

<b>eCRs</b>	<b>July 2025</b>	<b>Aug 2025</b>	<b>Sept 2025</b>	<b>Oct 2025</b>	<b>Nov 2025</b>	<b>Dec 2025</b>	<b>Jan 2026</b>
Total Received	85,864	139,146	103,838	99,140	49,580	52,372	49,968
Total Processed	233,966	52,141	35,319	165,472	100,899	49,846	45,993
Under Review	1,158,275	1,241,940	1,303,566	113,708	84,776	87,028	90,631
Event Updated	3,389	3,560	2,551	15,688	9,733	4,190	3,467
Event Created	629	1,017	648	1,601	784	599	428

**C. Data Warehouse**

1. Resolved duplicate repeating form questions issue.
2. Updated logic for Congenital Syphilis cases to include cases where the child is out-of-jurisdiction, but the parent is in-jurisdiction.
3. Performed QA on case searches by workflow step where case status is not set.

**D. Pentaho Report**

<b>Pentaho Reports</b>	<b>July 2025</b>	<b>August 2025</b>	<b>Sept 2025</b>	<b>Oct 2025</b>	<b>Nov 2025</b>	<b>Dec 2025</b>	<b>Jan 2026</b>
Updated	4	3	1	2	2	2	1
Created	1	1	0	0	0	0	1

**E. Dashboard**

1. Completed Power BI eCW finance billing dashboard: updated report filter criteria.
2. Completed initial design and scoping for the Wastewater Dashboard.
3. Implemented enhancements and conducted studies for the Respiratory Dashboard.

**F. Southern Nevada Public Health Laboratory (SNPHL)**

1. Ongoing support and maintenance of the Laboratory Information Management System (LIMS) for SNPHL operations.
2. Continued support for Orchard Outreach and added UMC and Sunrise hospitals to the Outreach system.
3. Ongoing monthly QA reports.
4. Added orders to Outreach for Decatur lab.
5. Updated drivers for ScanToPDF software to enable requisition scanning.
6. Fixed malaria resulting and prefilled comments.
7. Fixed reflex issue with Shiga toxin producing E. coli (STEC) positive results.
8. Added Low Density Lipoprotein (LDL) calculation using Martin Hopkins equation.
9. Installed the Orchard Harvest test server upgrade for the upcoming version release with additional features.
10. SNPHL Requestes:

<b>SNPHL Requests</b>	<b>Oct 2025</b>	<b>Nov 2025</b>	<b>Dec 2025</b>	<b>Jan 2026</b>
Requests Completed	43	50	56	58
Requests Opened	44	48	67	56

**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. Submitted Q4 2025 data for Healthy Start and Title X reports for 2025.
3. Resolved Clinitek instrument connectivity issues.
4. Built new structured data (question/answer) for Congenital Syphilis Management.
5. Sofia instruments went live with full integration with the EHR.
6. Leadcare instrument installed at the Decatur Lab.
7. Built new respiratory onsite testing orders in the EHR.
8. EHR Requests and Reports.

<b>EHR Requests</b>	<b>July 2025</b>	<b>Aug 2025</b>	<b>Sept 2025</b>	<b>Oct 2025</b>	<b>Nov 2025</b>	<b>Dec 2025</b>	<b>Jan 2025</b>
Requests Completed	18	49	29	22	22	27	29
Requests Opened	20	71	18	25	23	20	26

eCW Reports	July 2025	Aug 2025	Sept 2025	Oct 2025	Nov 2025	Dec 2025	Jan 2026
FQHC	9	5	8	12	5	3	18
PPC	6	6	1	1	2	4	2

**H. Clark County Coroner’s Office (CCCO)**

1. Development in progress for electronic infectious disease test ordering. Tentative deployment date of 3/17/26.
2. Finalized Power BI public facing dashboard. Went live on 1/5/26 with no issues reported.

**I. Data Modernization Initiative (DMI)**

1. Edited and resubmitted TB MMG test messages.
2. Updated Candida auris logic for generic MMG reporting.
3. Prepared and mapped Mpox EpiTrax and MMG data variables for Epidemiology team to review.

**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.
2. Communication with HCA about switching their syndromic feed to the new SFTP server.
3. Ongoing implementation of adding inpatient data from all the data partners to their syndromic feeds.

**K. Other Projects**

1. Maintain and enhance the iCircle web application, including user account support, site maintenance, data QA, and updates.
2. Continue reviewing Concentric AI results for data dictionary capabilities after initial database scan.
3. Implemented the Electronic Incident Report Form, currently in the testing phase.
4. Resolved the Query Connector issue with the UMC FHIR test server.
5. Updated automatic airflow warehouse checks and performed troubleshooting for patient deduplication.
6. Included additional form questions in the Varicella NV state data exports.
7. Removed contact events from communicable disease CSV extract and completed review for NV state.
8. Reuploaded 2023 and 2024 NETSS files requested by the NV state.

**L. National and State Meetings/Workshops**

1. Statewide Syndromic Surveillance Monthly Workgroup.
2. SNHD Sync meeting with EpiTrax NV Team.
3. PHAST Consortium Technical, Weekly Collaboration and Learning, and Manager Meetings.
4. PubHealthAI Collaborative Network.
5. eCR Consensus Criteria Workgroup.
6. CSTE Electronic Laboratory and Disease Reporting Subcommittee Call.
7. CSTE/CDC Frontline Tools Year 2 Workgroup.
8. BCHC Data Modernization Workgroup.

**M. Grants**

1. Awarded the 2025-2026 RWACQM grant from Clark County Social Services.

## Information Technology (IT)

<b>Service Requests</b>	<b>Jan 2025</b>	<b>Jan 2026</b>		<b>YTD FY25</b>	<b>YTD FY26</b>	
Service Requests Completed	1,057	827	↓	7,455	5,581	↓
Service Requests Opened	1,192	917	↓	8,419	6,237	↓

<b>Information Services System Availability 24/7</b>	<b>Jan 2025</b>	<b>Jan 2026</b>		<b>YTD FY25</b>	<b>YTD FY26</b>	
Total System	97.17	91.57	↓	97.36	90.47	↓

<b>Total Monthly Work Orders by Department</b>	<b>Jan 2025</b>	<b>Jan 2026</b>		<b>YTD FY25</b>	<b>YTD FY26</b>	
Administration	278	260	↓	1,935	1,557	↓
Community Health	101	87	↓	723	621	↓
Environmental Health	133	143	↑	1,182	965	↓
Primary & Preventive Care	160	126	↓	1,601	1,065	↓
Disease Surveillance & Control	126	134	↑	962	840	↓
FQHC	228	144	↓	1,541	896	↓
Other	31	8	↓	126	90	↓

<b>First Call Resolution &amp; Lock-Out Calls</b>	<b>Jan 2025</b>	<b>Jan 2026</b>		<b>YTD FY25</b>	<b>YTD FY26</b>	
Total number of calls received	1,192	917	↓	8,419	6,237	↓

## Workforce Team – Public Health Infrastructure Grant (PHIG)

**Workforce Team**

- Workforce engagements:
  - Monthly Position Review Committee cancelled for January 2026.
  - Prepared the January 2026 Hiring Plan for submission to CDC.
  - Met with accountant of the PHIG A2 strategy to work budget revision for Year 4 funding.
  - Participated in the Evaluator Advisory Group Workgroup; This was an invited position for the Workforce Director.
  - Participated in the Webinar: Is your Organization Prepared to Navigate Interconnected Threats in 2026.
  - Provided funding support through PHIG for Lean Six Sigma training, participated in the Lean Six Sigma Yellow Belt Certification, and became a certified LSS Yellow Belt.
  - PHIG team all have a LSS certification – Two (2) Yellow Belts and One (1) Black Belt.

- Met with the Director, DSC re: upgrading two positions from DDCS to DIIS – based on CDC guidance, submission of the Grant Note, DSC Director given approval to change/upgrade of positions with salary/fringe as IN-KIND.
- Participated in the Finance meeting with all the Administration Divisions reviewing the budget.
- Participated in the SNHD Board of Health meeting on January 22, 2026.
- Shared PHIG Accomplishments for CY2025 with other Principal Investigators looking to complete the same document.
- PHIG Budget Period 4 Progress Reporting and Reporting Period 6 Performance Measure.
- ASTHO's Public Health Review Morning Edition – [1062: Meeting Youth Where They Are: Expanding Mental Health Access and Youth Voice with PHI](#)

### **CDC Requirements**

- Monthly CDC Project Officer meeting TBD as the Region 9 Project Officer is no longer with the CDC.
- Finalized, reviewed, and approved monthly hiring plan for submission to the CDC
- Working on Amendment/Revision for the NOA for the PHIG Strategy A2 with budget updates, project list, and narrative as the amounts provided by CDC did not match the required SF424A to accept the new amount.
- Participated in the PHIG Strategic Partnership Working Group Kickoff Meeting.
- CDC Project Officer returned to work; later, term-contract was terminated; No plan from CDC for P.O. in the future; Questions submitted to PHIG Infrastructure email address.
- Participated in the PHIG Primary Investigator Peer Network Monthly Call.
- Submitted Food Request form to CDC supporting the Enhanced Public Health Week events across the organization.

### **Performance Management**

- Two hours in preparation and presentation of strategic plan status as Senior Leadership meeting.
- Three hours spent planning and presenting for Design Thinking workshop intended to drive innovation.
- One hour on QI compliance webinar presented by CMS.
- One and a half hours in research and communicating with potential vendors to deliver change management training to the Health Executive Council (HEC).
- One hour meeting with Community Health Director on strategic plan entries and quality.

### **Quality Improvement**

- Fifteen hours spent in preparation, participant management, and facilitation of LSS Yellow Belt certification course for HEC plus other Health District leaders.
- Two hours spent meeting with Immunization team and Facilities to follow up on plans for improving Back to School performance in August 2026.
- One hour collaborating on QI advocate meeting chaired by NVDPBH.
- Five hours in planning and collaborating for Gemba Walk by the HEC in Vital Records.
- One hour webinar from Mid-Atlantic Region PHTC re: Continuous Quality Improvement.
- One and a half hour meeting to plan a Kaizen event as a result of Yellow Belt certification and inspiration for quality improvement in DSC division.
- Two hours research and planning FQHC Appointment Utilization project through Care Team Huddles.

**PHAB Reaccreditation**

- Three hours of research, preparation, and call with PHAB representative re: the Virtual Site Visit to bolster preparedness for submission of Reaccreditation material in early 2027.
- Four hours in preparation and meetings with CHIP funding workgroup including external partners.
- Two hours in audit and communication with strategic plan contributors for upgrades in objectives and goal descriptions for PHAB compliance.
- Four hours in research and planning for PHAB Annual Report due March 31.
- Four hours admin time creating a compliant PO for new vendor to design and deliver Design Thinking workshop.

**PHIG**

- Two hours admin time reconciling purchasing card.
- One hour admin time registering team for annual NNPHI conference.
- Five hours spent writing and editing team Calendar Year accomplishments for the DHO Review.
- One hour PHIG webinar covering Promising Practices.
- One hour PHIG webinar kickoff for Period 4 of 5.

## Appendix A – Office of Communications

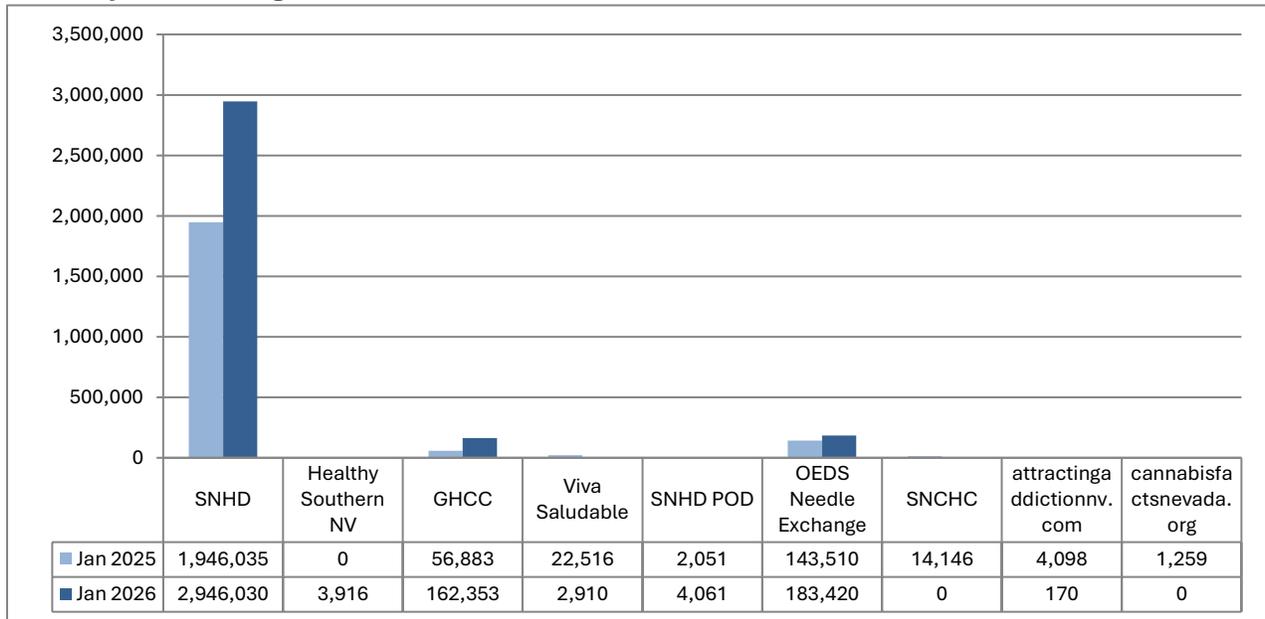
### Media, Collateral and Community Outreach Services:

Media – Digital/Print Articles  
Media - Broadcast stories  
Collateral - Advertising/Marketing Products  
Community Outreach - Total Volunteers<sup>1</sup>  
Community Outreach - Volunteer Hours

	Jan 2025	Jan 2026		YTD FY25	YTD FY26	
Media – Digital/Print Articles	13	14	↑	241	188	↓
Media - Broadcast stories	41	66	↑	698	631	↓
Collateral - Advertising/Marketing Products	13	20	↑	166	110	↓
Community Outreach - Total Volunteers <sup>1</sup>	10	9	↓			
Community Outreach - Volunteer Hours	504	960	↑	4,558	1,570	↓

<sup>1</sup>Total 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.

-The SNCHC and Cannabisfactsnevada.org page views for January 2026 are temporarily inaccessible while it is moved to Cloudflare.

Social Media Services		Jan 2025	Jan 2026		YTD FY25	YTD FY26
Facebook SNHD	Followers	13,507	13,717	↑	N/A	N/A
Facebook GHCC	Followers	6,108	6,086	↓	N/A	N/A
Facebook SHC	Followers	1,639	1,609	↓	N/A	N/A
Facebook Food Safety	Followers	173	177	↑	N/A	N/A
Instagram SNHD	Followers	5,019	5,613	↑	N/A	N/A
Instagram Food Safety	Followers	535	534	↑	N/A	N/A
Instagram GetHealthyCC	Followers	265	352	↑	N/A	N/A
Instagram @Ez2stop	Followers	150	152	-	N/A	N/A
X (Twitter) EZ2Stop	Followers	428	409	↑	N/A	N/A
X (Twitter) SNHDflu	Followers	1,785	1,012	↓	N/A	N/A
X (Twitter) Food Safety	Followers	100	100	↑	N/A	N/A
X (Twitter) SNHDinfo	Followers	10,059	9,913	↓	N/A	N/A
X (Twitter) TuSNHD	Followers	358	338	↓	N/A	N/A
X (Twitter) SoNVTraumaSyst	Followers	121	120	↓	N/A	N/A
Threads SNHD	Followers	934	1,012	↑	N/A	N/A
TikTok @Ez2stop	Views	38	52	↑	N/A	N/A

<b>Social Media Services</b>		<b>Jan 2025</b>	<b>Jan 2026</b>		<b>YTD FY25</b>	<b>YTD FY26</b>
TikTok SNHD	Views	150	390	↑	N/A	N/A
YouTube SNHD	Views	202,419	340,506	↑	1,345,120	1,905,481
Note: Facebook, Instagram and X (Twitter) numbers are not cumulative.						

# Appendix B – Finance – Payroll Earnings Summary – December 6, 2025 to December 19, 2025

**PAYROLL EARNINGS SUMMARY**  
**December 6, 2025 to December 19, 2025**

	Pay Period	Calendar YTD	Fiscal YTD	Budget 2026	Actual to Budget	Incurred Pay Dates to Annual
PUBLIC HEALTH & PREVENTATIVE CARE	\$ 311,600.02	\$ 8,389,204.32	\$ 4,226,725.28	\$ 9,195,237.18	46%	
ENVIRONMENTAL HEALTH	\$ 651,839.92	\$ 17,244,902.21	\$ 8,710,295.42	\$ 17,951,295.42	49%	
COMMUNITY HEALTH	\$ 302,951.81	\$ 8,343,045.16	\$ 4,243,748.78	\$ 9,910,529.22	43%	
DISEASE SURVEILLANCE & CONTROL	\$ 327,574.84	\$ 10,007,405.68	\$ 4,955,566.93	\$ 10,671,639.69	46%	
FQHC	\$ 340,216.97	\$ 9,294,154.46	\$ 4,557,269.14	\$ 11,060,800.45	41%	
ADMINISTRATION W/O ICS-COVID	\$ 647,528.40	\$ 16,447,450.64	\$ 8,413,181.84	\$ 15,657,123.65	54%	
<b>TOTAL</b>	<b>\$ 2,581,711.96</b>	<b>\$ 69,726,162.47</b>	<b>\$ 35,106,787.39</b>	<b>\$ 74,446,625.61</b>	<b>47%</b>	<b>50%</b>

FTE	794					
Regular Pay	\$ 2,238,537.29	\$ 56,238,697.88	\$ 28,558,888.09			
Training	\$ 3,451.87	\$ 119,897.81	\$ 69,435.24			
Final Payouts	\$ -	\$ 713,308.70	\$ 426,209.11			
OT Pay	\$ 17,541.96	\$ 430,877.86	\$ 270,981.37			
Leave Pay	\$ 296,592.07	\$ 10,401,606.85	\$ 4,814,820.79			
Other Earnings	\$ 25,588.77	\$ 1,821,773.37	\$ 966,452.79			
<b>TOTAL</b>	<b>\$ 2,581,711.96</b>	<b>\$ 69,726,162.47</b>	<b>\$ 35,106,787.39</b>			

**BI-WEEKLY OT/CTE BY DIVISION/DEPARTMENT**  
**December 6, 2025 to December 19, 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		5.50	374.33	Duque Armando	1.50	61.48
Chamberlain, Robert (Bob)		4.00	171.92	Anguiano Cristina	0.95	23.93
Masters, Christopher		5.75	196.19			
Urena, Maite		5.25	174.59			
Kuahiwinui-McGuire, Brandon		3.00	99.77			
Ines, Heinrich		1.50	49.88			
Garcia, Guadalupe		4.00	133.02			
Thompson, Christopher		5.00	161.80			
Murphy, Melissa		3.00	119.27			
Sanabria, Luis		4.75	153.71			
Sterling, Nathan		4.00	126.51			
Herrera Ortiz, Maria		4.50	170.03			
Thompson, Anna		10.00	429.79			
Total Administration		60.25	2360.81		2.45	85.41

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	FP_25 NO MILEA	0.50	34.92	Bingham Julie	0.38	17.90
Medina, Mirelly		0.75	32.23	Diaz Michelle	0.50	14.68
Valdes-Ayala, Beatriz		0.50	21.49			
Bingham, Julie		-0.38	-26.85			
Bingham, Julie	FP_25 NO MILEA	0.38	26.85			
Total FQHC-Community Health Clinic		1.75	88.64		0.88	32.59

**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>
Robles, Cynthia		8.50	436.47	Hodge Victoria	0.38	13.51
Panganiban, Sheila		0.25	17.90			
Mercado, Yarem		8.50	374.46			
Stockwell, Paul		8.50	365.32			
Ramirez Cofer, Andrea		7.75	271.62			
Landini, Karleena		0.75	53.70			
Total Public Health & Preventative Care		34.25	1519.47		0.38	13.51

**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		18.75	1413.23	Erickson Sarah	3.38	104.47
Bober, Belinda		1.75	131.90	Hernandez Abel	1.50	45.23
Billings, Jacob		14.00	1055.20	Hernandez Lillian	4.50	139.29
Sheffer, Thanh		10.50	714.63	Robinson Gary	3.00	136.12
Piar, Diane		10.00	680.59	Sabandith Vetahya	9.00	316.41
Ortiz-Rivera, Vanessa		8.25	561.49	Valadez Alexis	3.00	105.47
Moreno, Kristina		2.00	122.96	Wade Cynthia	4.13	141.21
Cummins, Veronica		1.25	72.92	Schuler Emalee	3.38	101.76
Wills, Jerry		18.50	1026.21	Kuehn Jennifer	3.75	135.09
Darang, Chase		6.00	316.41			
Rakita, Daniel		11.00	564.85			
Diaz-Ontiveros, Luz		10.25	540.52			
Michel, Guillermo		7.00	369.14			
Calzado, Neil		9.25	474.98			
Jones, Mallory		9.50	494.40			
Sripramong, Jacqueline		6.25	320.93			
Ross, Alyssa		5.00	237.94			
Bidinger, Joy		0.50	25.67			
Edmonds, Alexis		4.00	200.38			
Hall, Alyssa		5.50	268.45			
Gonzalez, Kimberly		6.75	329.46			
Vinh, Jonathan		0.50	23.22			
Herrera, Carlos		17.50	812.56			
Jones, Jalen		5.00	232.16			
Roberts, Jamie		6.25	282.66			
Nwaonumah, Nosa		3.33	150.60			
Hernandez, Abel		6.00	271.36			
Thompson, Deshawn		6.50	301.81			
Total Environmental Health		211.08	11996.63		35.63	1225.05

**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>
Ewing, Tabitha		5.00	331.42	McNee Nicol	6.75	178.89
Ewing, Tabitha	HV2PRV25	5.00	331.42			
Montgomery, Joshua	HV2PRV25	6.00	419.01			
McIntyre, Eric		1.50	94.56			
Valencia, Marissa		2.50	138.68			
McNee, Nicol		-6.75	-268.34			
McNee, Nicol	HV2PRV25	6.75	268.34			
Alvarez, Jeffrey	HV2PRV25	5.50	218.65			
DiGoregorio, Amanda	HV2PRV25	0.75	42.67			
Total Disease Surveillance & Control		26.25	1576.41		6.75	178.89

<b>Combined Total</b>		<b>333.58</b>	<b>17541.96</b>		<b>46.08</b>	<b>1535.45</b>
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# Appendix C – Finance – Payroll Earnings Summary – December 20, 2025 to January 2, 2026

**PAYROLL EARNINGS SUMMARY**  
**December 20, 2025 to January 02, 2026**

	Pay Period	Calendar YTD	Fiscal YTD	Budget 2026	Actual to Budget	Incurred Pay Dates to Annual
PUBLIC HEALTH & PREVENTATIVE CARE	\$ 310,884.23	\$ 313,468.73	\$ 4,540,194.01	\$ 9,195,237.18	49%	
ENVIRONMENTAL HEALTH	\$ 643,405.80	\$ 658,185.24	\$ 9,368,480.66	\$ 17,951,295.42	52%	
COMMUNITY HEALTH	\$ 309,667.87	\$ 309,667.87	\$ 4,553,416.65	\$ 9,910,529.22	46%	
DISEASE SURVEILLANCE & CONTROL	\$ 327,967.35	\$ 327,967.35	\$ 5,283,534.28	\$ 10,671,639.69	50%	
FQHC	\$ 343,610.91	\$ 347,184.76	\$ 4,904,453.90	\$ 11,060,800.45	44%	
ADMINISTRATION W/O ICS-COVID	\$ 653,977.55	\$ 653,977.55	\$ 9,067,159.39	\$ 15,657,123.65	58%	
<b>TOTAL</b>	<b>\$ 2,589,513.71</b>	<b>\$ 2,610,451.50</b>	<b>\$ 37,717,238.89</b>	<b>\$ 74,446,625.61</b>	<b>51%</b>	<b>54%</b>

FTE	794					
Regular Pay	\$ 1,222,796.75	\$ 1,225,619.66	\$ 29,784,507.75			
Training	\$ -	\$ -	\$ 69,435.24			
Final Payouts	\$ -	\$ 14,931.08	\$ 441,140.19			
OT Pay	\$ 10,161.98	\$ 10,161.98	\$ 281,143.35			
Leave Pay	\$ 1,324,281.84	\$ 1,327,207.89	\$ 6,142,028.68			
Other Earnings	\$ 32,273.14	\$ 32,530.89	\$ 998,983.68			
<b>TOTAL</b>	<b>\$ 2,589,513.71</b>	<b>\$ 2,610,451.50</b>	<b>\$ 37,717,238.89</b>			

**BI-WEEKLY OT/CTE BY DIVISION/DEPARTMENT**  
**December 20, 2025 to January 02, 2026**

**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)		3.50	150.43	Duque Armando	6.75	276.66
Masters, Christopher		1.50	51.18	Anguiano Cristina	1.25	31.49
Kuahiwinui-McGuire, Brandon		3.00	99.76			
Murphy, Melissa		7.50	298.15			
Sterling, Nathan		4.50	142.32			
Herrera Ortiz, Maria		0.75	28.34			
<b>Total Administration</b>		<b>20.75</b>	<b>770.18</b>		<b>8.00</b>	<b>308.15</b>

**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>
Young, Angela	PHEPLB26	0.75	59.52			
<b>Total Community Health Services</b>		<b>0.75</b>	<b>59.52</b>		<b>0.00</b>	<b>0.00</b>

**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>
Anderson, Renita		0.25	11.61			
<b>Total FQHC-Community Health Clinic</b>		<b>0.25</b>	<b>11.61</b>		<b>0.00</b>	<b>0.00</b>

**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>
Enzenauer, Lizette		0.75	44.89	Carbajal-Mazon Wendy	13.13	298.54
Robles, Cynthia		5.50	282.42			
Sprance-Grogan, Carolyn		10.00	583.37			
Stockwell, Paul		5.75	247.13			
Wong, Michelle		5.75	391.34			
Landini, Karleena		0.75	53.70			
<b>Total Public Health &amp; Preventative Care</b>		<b>28.50</b>	<b>1602.85</b>		<b>13.13</b>	<b>298.54</b>

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		5.00	376.86	Edmonds Alexis	10.13	338.31
Sakamura-Low, Miki		2.00	146.83			
Billings, Jacob		2.00	150.74			
Edwards, Tara		5.00	376.86			
Santiago, Anthony		2.25	153.13			
Robinson, Gary		8.25	561.49			
Sheffer, Thanh		13.50	918.80			
Cummins, Veronica		0.75	43.75			
Wills, Jerry		7.00	388.30			
Kuehn, Jennifer		1.50	81.06			
Rakita, Daniel		6.00	308.09			
Michel, Guillermo		0.50	26.37			
Calzado, Neil		3.00	158.20			
Jones, Mallory		10.75	566.90			
Wells, Jordan		12.25	645.99			
Craig, Jill		4.50	231.08			
Ross, Alyssa		2.75	130.87			
Ahmed, Maryam		5.25	263.00			
Herrera, Carlos		4.50	208.94			
Roberts, Jamie		15.00	678.40			
Hernandez, Abel		9.50	429.65			
Total Environmental Health		121.25	6845.31		10.13	338.31

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>
Shingu, Michele	COSSUP26	2.00	136.12	Raman Devin	1.88	94.21
Ewing, Tabitha		3.25	215.42			
Ewing, Tabitha	COSSUP26	0.50	33.14			
Reyes, Rebecca		4.00	272.24			
Eddleman, Tabby		3.25	201.37			
DiGoregorio, Amanda		0.25	14.22			
Total Disease Surveillance & Control		13.25	872.51		1.88	94.21
<b>Combined Total</b>		<b>184.75</b>	<b>10161.98</b>		<b>33.13</b>	<b>1039.22</b>

# Appendix D – Finance – Payroll Earnings Summary – January 3, 2026 to January 16, 2026

**PAYROLL EARNINGS SUMMARY**  
**January 03, 2026 to January 16, 2026**

	Pay Period	Calendar YTD	Fiscal YTD	Budget 2026	Actual to Budget	Incurred Pay Dates to Annual
PUBLIC HEALTH & PREVENTATIVE CARE	\$ 308,517.56	\$ 621,986.29	\$ 4,848,711.57	\$ 9,195,237.18	53%	
ENVIRONMENTAL HEALTH	\$ 648,151.65	\$ 1,306,336.89	\$ 10,016,632.31	\$ 17,951,295.42	56%	
COMMUNITY HEALTH	\$ 302,812.59	\$ 617,221.70	\$ 4,860,970.48	\$ 9,910,529.22	49%	
DISEASE SURVEILLANCE & CONTROL	\$ 331,232.04	\$ 659,199.39	\$ 5,614,766.32	\$ 10,671,639.69	53%	
FQHC	\$ 345,001.10	\$ 692,185.86	\$ 5,249,455.00	\$ 11,060,800.45	47%	
ADMINISTRATION W/O ICS-COVID	\$ 655,021.20	\$ 1,308,998.75	\$ 9,722,180.59	\$ 15,657,123.65	62%	
<b>TOTAL</b>	<b>\$ 2,590,736.14</b>	<b>\$ 5,205,928.88</b>	<b>\$ 40,312,716.27</b>	<b>\$ 74,446,625.61</b>	<b>54%</b>	<b>58%</b>

FTE	792					
Regular Pay	\$ 2,305,275.42	\$ 3,532,230.96	\$ 32,091,119.05			
Training	\$ 3,186.25	\$ 3,186.25	\$ 72,621.49			
Final Payouts	\$ -	\$ 17,161.68	\$ 443,370.79			
OT Pay	\$ 7,568.80	\$ 17,730.78	\$ 288,712.15			
Leave Pay	\$ 249,181.73	\$ 1,577,564.38	\$ 6,392,385.17			
Other Earnings	\$ 25,523.94	\$ 58,054.83	\$ 1,024,507.62			
<b>TOTAL</b>	<b>\$ 2,590,736.14</b>	<b>\$ 5,205,928.88</b>	<b>\$ 40,312,716.27</b>			

**BI-WEEKLY OT/CTE BY DIVISION/DEPARTMENT**  
**January 03, 2026 to January 16, 2026**

Overtime Hours and Amounts

Comp Time Hours Earned and Value

ADMINISTRATION

Employee	Project/Grant Charged to	Hours	Amount	Employee	Hours	Value
Chamberlain, Robert (Bob)		3.50	150.43	Duque Armando	0.75	30.74
Thede, Stacy		4.00	136.48	Huerta Fatima	7.50	158.14
Masters, Christopher		5.00	170.60	Anguiano Cristina	1.73	43.45
Kuahiwinui-McGuire, Brandon		1.00	33.26			
Murphy, Melissa		3.50	139.14			
Sanabria, Luis		0.10	3.24			
Sterling, Nathan		1.50	47.44			
Herrera Ortiz, Maria		10.00	377.83			
Total Administration		28.60	1058.42		9.98	232.33

COMMUNITY HEALTH SERVICES

Employee	Project/Grant Charged to	Hours	Amount	Employee	Hours	Value
Englis, Terence	SHFC3526 NO M	10.00	440.54			
Total Community Health Services		10.00	440.54		0.00	0.00

FQHC-COMMUNITY HEALTH CLINIC

Employee	Project/Grant Charged to	Hours	Amount	Employee	Hours	Value
Medina, Mirelly		0.50	21.49	Avalos Mayra	0.75	34.92
Petersen, Desiree	FP_25 NO MILEA	0.50	23.79	Valdes-Ayala Beatriz	3.76	107.59
Total FQHC-Community Health Clinic		1.00	45.28		4.51	142.51

PUBLIC HEALTH & PREVENTATIVE CARE

Employee	Project/Grant Charged to	Hours	Amount	Employee	Hours	Value
				Zarret Mariam	0.75	34.92
Total Public Health & Preventative Care		0.00	0.00		0.75	34.92

**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		10.00	753.73	Cavin Erin	4.50	204.18
Billings, Jacob		5.00	376.86	Sripamong Jacqueline	6.75	231.07
Sheffer, Thanh		10.00	680.60	Constanza Katherine	3.75	125.24
Ortiz-Rivera, Vanessa		3.50	238.21	Erickson Sarah	0.38	11.61
Ortiz-Rivera, Vanessa	FDILL_25	2.50	170.15	Herrera Carlos	0.75	23.22
Cummins, Veronica		2.00	116.67			
Michel, Guillermo		4.50	237.31			
Jones, Mallory		5.00	263.67			
Craig, Jill		7.25	372.28			
Jufar, Lydia		2.00	102.70			
Ahmed, Maryam		9.75	488.44			
Vinh, Jonathan		4.50	208.94			
Hernandez, Lilian		2.50	116.08			
Ryan, Erica		1.00	50.10			
Herrera, Carlos		9.00	417.89			
Hernandez, Abel		6.50	293.97			
Total Environmental Health		<b>85.00</b>	<b>4887.60</b>		<b>16.13</b>	<b>595.32</b>

**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	COSSUP26	2.00	126.09	Raman Devin	1.88	94.21
Rossi Boudreaux-Thibodeaux, Dustin (T)	HV2PRV25	5.00	340.30			
Herrera, Reyna	HV2PRV25	5.50	338.14			
Alvarez, Jeffrey	HV2PRV25	5.50	218.65			
DiGoregorio, Amanda		2.00	113.78			
Total Disease Surveillance & Control		<b>20.00</b>	<b>1136.96</b>		<b>1.88</b>	<b>94.21</b>
<b>Combined Total</b>		<b>144.60</b>	<b>7568.80</b>		<b>33.23</b>	<b>1099.28</b>

# Appendix E – Finance – Payroll Earnings Summary – January 17, 2026 to January 30, 2026

**PAYROLL EARNINGS SUMMARY**  
**January 17, 2026 to January 30, 2026**

	Pay Period	Calendar YTD	Fiscal YTD	Budget 2026	Actual to Budget	Incurred Pay Dates to Annual
PUBLIC HEALTH & PREVENTATIVE CARE	\$ 310,202.61	\$ 932,188.90	\$ 5,158,914.18	\$ 9,195,237.18	56%	
ENVIRONMENTAL HEALTH	\$ 654,768.88	\$ 1,961,105.77	\$ 10,671,401.19	\$ 17,951,295.42	59%	
COMMUNITY HEALTH	\$ 308,193.00	\$ 925,414.70	\$ 5,169,163.48	\$ 9,910,529.22	52%	
DISEASE SURVIELLANCE & CONTROL	\$ 335,315.55	\$ 994,514.94	\$ 5,950,081.87	\$ 10,671,639.69	56%	
FQHC	\$ 344,743.24	\$ 1,036,929.10	\$ 5,594,198.24	\$ 11,060,800.45	51%	
ADMINISTRATION W/O ICS-COVID	\$ 677,795.38	\$ 1,990,198.54	\$ 10,403,380.38	\$ 15,657,123.65	66%	
<b>TOTAL</b>	<b>\$ 2,631,018.66</b>	<b>\$ 7,840,351.95</b>	<b>\$ 42,947,139.34</b>	<b>\$ 74,446,625.61</b>	<b>58%</b>	<b>62%</b>

FTE	794					
Regular Pay	\$ 2,108,921.95	\$ 5,642,062.75	\$ 34,200,950.84			
Training	\$ 1,103.19	\$ 4,289.44	\$ 73,724.68			
Final Payouts	\$ -	\$ 18,973.87	\$ 445,182.98			
OT Pay	\$ 11,760.82	\$ 29,491.60	\$ 300,472.97			
Leave Pay	\$ 457,658.18	\$ 2,035,904.94	\$ 6,850,725.73			
Other Earnings	\$ 51,574.52	\$ 109,629.35	\$ 1,076,082.14			
<b>TOTAL</b>	<b>\$ 2,631,018.66</b>	<b>\$ 7,840,351.95</b>	<b>\$ 42,947,139.34</b>			

**BI-WEEKLY OT/CTE BY DIVISION/DEPARTMENT**  
**January 17, 2026 to January 30, 2026**

Overtime Hours and Amounts

Comp Time Hours Earned and Value

ADMINISTRATION

Employee	Project/Grant Charged to	Hours	Amount	Employee	Hours	Value
Viote, Jorge		4.00	272.24	Gaines Kevin	9.00	257.87
Cortes-Sernas, Fidel		6.00	264.32	Duque Armando	2.25	92.22
Thede, Stacy		2.50	87.39	Huerta Fatima	15.00	316.28
Urena, Maite		5.00	170.60	Arcuri Steven	0.75	27.74
Kuahiwinui-McGuire, Brandon		4.00	133.02	Anguiano Cristina	3.00	75.57
Ines, Heinrich		6.50	216.17			
Thompson, Christopher		4.75	153.71			
Murphy, Melissa		5.00	198.77			
Sanabria, Luis		4.50	145.62			
Herrera Ortiz, Maria		10.50	396.72			
Total Administration		52.75	2038.56		30.00	769.67

COMMUNITY HEALTH SERVICES

Employee	Project/Grant Charged to	Hours	Amount	Employee	Hours	Value
Alford, Camille		0.50	24.40			
Total Community Health Services		0.50	24.40		0.00	0.00

FQHC-COMMUNITY HEALTH CLINIC

Employee	Project/Grant Charged to	Hours	Amount	Employee	Hours	Value
Avalos, Mayra		-2.25	-157.14	Avalos Mayra	2.25	104.75
Avalos, Mayra	FP_25 NO MILEAGE	2.75	192.06	Diaz Michelle	0.38	11.01
Medina, Mirelly		0.50	21.49	Valdes-Ayala Beatriz	1.50	42.98
Total FQHC-Community Health Clinic		1.00	56.41		4.13	158.74

PUBLIC HEALTH & PREVENTIVE CARE

Employee	Project/Grant Charged to	Hours	Amount	Employee	Hours	Value
Total Public Health & Preventative Care		0.00	0.00		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		11.00	829.09	Johnson Rabea	4.13	182.28
Billings, Jacob		8.50	640.66	Kuehn Jennifer	4.00	144.10
Edwards, Tara		1.50	113.06	Sabandith Vetahya	1.50	52.73
Sheffer, Thanh		10.50	714.63	Ahmed Maryam	13.13	438.34
Ortiz-Rivera, Vanessa		8.75	595.52	Hall Alyssa	9.00	292.86
Wills, Jerry		2.50	138.68	Erickson Sarah	6.38	197.33
Rakita, Daniel		4.50	231.07	Herrera Carlos	2.25	69.65
Michel, Guillermo		5.00	263.67	Hernandez Abel	0.75	23.22
Jones, Mallory		8.75	461.42			
Najera, Luisa		1.25	64.19			
Bidinger, Joy		8.75	449.31			
Hall, Alyssa		2.75	134.23			
Dunne, Rebecca		2.00	97.61			
Vinh, Jonathan		1.25	58.04			
Hernandez, Lilian		6.00	278.59			
Ryan, Erica		3.00	150.29			
Herrera, Carlos		21.25	986.67			
Roberts, Jamie		9.75	452.71			
Nwaonumah, Nosa		9.00	417.88			
Hernandez, Abel		10.25	475.92			
Gonzalez, Jorge		9.25	418.34			
Total Environmental Health		<b>145.50</b>	<b>7971.58</b>		<b>41.13</b>	<b>1400.51</b>

**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	6.50	409.78	McNee Nicol	9.38	248.46
Rossi Boudreaux-Thibodeaux, Dustin (T)	HV2PRV25	13.00	884.78			
Donnell, Jessica		1.00	66.28			
McIntyre, Eric		0.25	16.17			
Barnnett, Sarie	HV2PRV25	6.00	292.86			
Total Disease Surveillance & Control		<b>26.75</b>	<b>1669.87</b>		<b>9.38</b>	<b>248.46</b>
<b>Combined Total</b>		<b>226.50</b>	<b>11760.82</b>		<b>84.63</b>	<b>2577.38</b>