

# MEMORANDUM



**Date:** March 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 – February 2026**

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## Executive Summary

The Office of Communications issued seven News Release and posted ads to support the Your Shot campaign and services offered at the Southern Nevada Community Health Center (SNCHC) through streaming services and Google. Various events were promoted on social media, including Black History Month, Community Baby Shower, National Heart Month, Tobacco-Free Living Summit, and the National Black HIV/AIDS Awareness Day. Health Cards served 11,803 total clients, including 2,638 clients renewing online. As of March 3, 2026, the Health District had 798 active employees. Human Resources posted 8 employment opportunities, held 39 interviews, extended 17 job offers, and onboarded six new hires.

## Office of Communications

**News Releases Disseminated:**

- Community leaders to address tobacco’s toll on Black communities

- Health District promotes heart health with community partners during American Heart Month
- Free HIV testing highlights National Black HIV/AIDS Awareness Day
- Southern Nevada Health District detects medetomidine in illicit drug supply
- Southern Nevada Health District selected for Alzheimer's Association Brain Health Initiative
- Health District and Foundation for Recovery celebrate achievement
- Septic Regulations Statement from the Southern Nevada Health District

**Press:**

- Proposed septic tank regulations
- Bio lab investigation at Las Vegas residence
- Medetomidine found in illicit drug supply
- Community Baby Shower
- Tobacco-Free Living Summit
- National Black HIV/AIDS Awareness Day

Five hundred sixty-two news clips related to the Health District, local news coverage and national coverage of public health topics were compiled in February. Coverage includes traditional print, broadcast, digital and online media outlets. A list is available at

<https://media.southernnevadahealthdistrict.org/download/oc/202602-PI-Report.pdf>.

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

In February, ads were placed to support the Your Shot campaign and services offered at the Southern Nevada Community Health Center (SNCHC) through streaming services and Google ads. Staff also produced creative materials, including Express Testing and Collect 2 Protect programs. The Office of Communications worked with the Environmental Health division to design postcard mailers and distribute emails for the proposed Individual Sewage Disposal System (ISDS) regulations outreach meeting. Additionally, staff assisted in the design of the Epidemiology quarterly newsletter.

The Office of Communications responded to 294 public information inquiries in February related to Health District programs and services, vaccine clinic requests, health fair invitations, and complaints. The team also received 80 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 Black History Month, Let's Get There Together, Heart Health, Community Baby Shower, holiday closures, Valentine's cards, National Heart Month, Wear Red Day, Tobacco-Free Living Summit, National Black HIV/AIDS Awareness Day 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: 275

**Government Affairs Update:**

- Planning for the legislative interim and public health week

**Meetings and Events of Note:**

- 02/04: Three Square bi-weekly partner townhall meeting
- 02/05: Media training
- 02/05: WINS project meeting
- 02/09: Public Health Accreditation Board (PHAB) readiness meeting
- 02/10: Unidos Por Nevada Meeting United Way of Southern Nevada
- 02/13: Big Cities Health Coalition PIO/Communications Call
- 02:23: Radiation Workshop
- 02/24: ISDS Outreach Session at Centennial Hills Senior Center
- 02/24: Southern Nevada School Traffic Safety Policy Working Group Meeting
- 02/24: Legislative and policy update at Partners for a Healthy Nevada meeting
- 02/27: Nevada Patient Protection Commission
- Meetings for Nevada Tobacco Control and Smoke-free Coalition
- Meetings for Big Cities Health Coalition PIO/Communications and Policy Workgroups
- 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>Feb 2025</b>	<b>Feb 2026</b>		<b>YTD FY25</b>	<b>YTD FY26</b>	
Maintenance Responses	531	528	↓	3,363	3,311	↓
Electrical Work Orders	65	61	↓	314	349	↑
HVAC Work Orders	23	88	↑	436	653	↑
Plumbing Work Orders	24	11	↓	161	117	↓
Preventive Maintenance	119	15	↓	366	165	↓
Security Responses	2,642	1,811	↓	20,540	15,443	↓

**Current Projects**

Decatur Location

- Added insulation to office in Legal

SNPHL Location

- Verkada conversion for gate install

## Finance

<b>Total Monthly Work Orders</b>	<b>Feb 2025</b>	<b>Feb 2026</b>		<b>YTD FY25</b>	<b>YTD FY26</b>	
Purchase Orders Issued*	551	505	↓	6498	3839	↓
Grants Pending – Pre-Award**	2	6	↑	32	24	↓
Grants in Progress – Post-Award***	2	3	↑	74	60	↓

\*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 – February 2026</b>						
<b>KEY: P=Pass-through, F=Federal, S=State, O=Other</b>						
<b>Project Name</b>	<b>Grantor</b>	<b>End Date</b>	<b>Amount</b>	<b>Reason</b>	<b>FTE</b>	<b>Comments</b>
State of Nevada, STD Prevention & Control Program (std_25)	P-CDC	2/28/2026	\$609,002.00	End of budget period	3.25	FY2026 expected to renew
Clark County, Ryan White HIV/AIDS Part A, Transitional Grant Area, Medical, Core and Support Services (rwa_25)	P-HRSA	2/28/2026	\$280,500.00	End of budget period	4.00	FY2026 expected to renew
Ryan White HIV/AIDS Part A, Ending the HIV Epidemic Rapid Start (eherpd26)	P-HRSA	2/28/2026	\$90,000.00	End of budget period	0.02	FY2026 expected to renew
Clark County, Ryan White Clinical Quality Management - ILA YR 1 of 3 (rwacqm26)	P-HRSA	2/28/2026	\$25,000.00	End of budget period	0.13	FY2026 expected to renew

<b>Grants Awarded – February 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>
State of Nevada, Ryan White Part B Retention in Care Services, Amendment 1, (hcrwbr25)	P-HRSA	2/5/2026	4/1/2025	3/31/2026	\$44,797	additional funds added to award	1.03

<b>Grants Awarded – February 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>
State of Nevada, DPBH Tuberculosis Program, Year (tb_26)	P-CDC	1/14/2026	1/1/2026	12/31/2026	\$181,651	FY2026 renewal	2.44
State NV- Public Health Preparedness (PHP) City Readiness Initiative, (cri_26)	P-CDC	2/5/2026	7/1/2025	6/30/2026	\$759,114	FY2026 renewal	4.05

<b>Contracts Awarded – February 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>
Alzheimer's Association, National Healthy Brain Initiative (hbi_26)	Contract	2/5/2026	9/30/2025	9/29/2026	\$50,000	FY2026 renewal	0.00
Emerging Contaminant in Small or Disadvantaged Communities (EC-SDC) (nvpfas26)	Contract	2/26/2026	2/26/2026	10/31/2028	\$108,238	FY2026 renewal	0.37

## 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 February, we averaged 94 “passing and paying” online renewal clients per day, with a total of 2,638 clients renewing online.

<b>CLIENTS SERVED</b>	<b>Feb 2026</b>	<b>Jan 2026</b>	<b>Dec 2025</b>	<b>Nov 2025</b>	<b>Oct 2025</b>	<b>Sept 2025</b>
FH Cards – New	4,145	4,205	3,795	3,390	4,110	4,647
FH Cards – Renewals	2,941	3,303	2,521	2,107	2,420	2,476
FH Cards – Online Renewals	2,638	3,450	2,331	2,389	2,497	2,323
Duplicates	509	649	444	353	530	504
CFSM (Manager) Cards	260	240	189	175	192	257
Re-Tests	1,199	1,304	950	859	1,100	1,175
Body Art Cards	111	110	90	81	109	121
<b>TOTALS</b>	<b>11,803</b>	<b>13,261</b>	<b>10,320</b>	<b>9,354</b>	<b>10,958</b>	<b>11,503</b>

## Human Resources (HR)

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### **Employment/Recruitment:**

- 0 New job title for February
- 798 active employees as of March 3, 2026
- 6 New Hire, including 0 rehires and 0 reinstatements
- 4 Terminations, including 0 retirements
- 2 Promotions, 0 Flex-reclasses
- 1 Transfer, 2 Lateral Transfers
- 1 Demotion
- 33 Annual Increases
- 39 Interviews
- 17 Offers extended (3 offers declined)
- 8 Recruitments posted
- Turn Over Rates
  - District Administration: 1.93%
  - Community Health: 0.935%
  - Disease Surveillance & Control: 0.00%
  - Environmental Health: 0.00%
  - Public Health & Preventive Care: 0.52%
  - FQHC: 0.00%

### **Temporary Employees**

- 4 Temporary Staff

### **Safety**

- 2 Investigations
- 61 Inquiries
- 5 Inspections

### **Employee/Labor Relations**

- 0 Coaching and Counseling, 0 Verbal Warnings, 0 Written Warnings, 0 Suspensions, 1 Final Written Warning, 0 Termination, 0 Probationary Releases
- 6 Grievances

- 0 Arbitrations
- 50 Hours of Labor Meetings (with Union)
- 60 hours investigatory meetings
- 4 Investigations
- 15 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 30 interns providing 465 applied public health practice hours in January 2026.

<b>Interns and Clinical Rotations</b>	<b>Feb 2026</b>	<b>YTD</b>
Total Number of Interns <sup>1</sup>	30	80
Internship Hours <sup>2</sup>	828	4,636

<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)**

- OVS Committee Meetings:
  - 2/5/2026 – 19 Participants
  - 2/12/2026 – 19 Participants
  - 2/26/2026 - 19 Participants
- TVS Debrief:
  - 2/5/2026 – 22 Participants
  - 2/9/2026 – 8 Participants
- Teambuilding Workshops:
  - 2/26/2026 – 12 Participants

**New Hire Orientation**

- 2/2/2026 – 3 New Hires
- 2/17/2026 – 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 updated STD form for Syphilis, Neurosyphilis, and Congenital Syphilis to follow CSTE position statement, additional treatment options for Syphilis staging form, added a new “Date Assigned/Reassigned” field to the care status repeating fields for case management form, added more fields; incubation, travel, added more options to contact with for MPOX form, immunization & vaccination form questions, added a new Re-engagement 2 Care form.
3. Allow staff to manually add a Shigella risk factor form to Campylobacter investigations when needed.
4. Reviewed and resolved outbreak attachment/note issues.
5. Updated the vaccine list for the Pertussis condition to support mapping and integration with IIS.

6. Added missing treatments for all HAI conditions.
7. Ongoing development of contact import templates for generic, STD morbidity, and STD contact events.
8. EpiTrax User Requests:

	July 2025	Aug 2025	Sept 2025	Oct 2025	Nov 2025	Dec 2025	Jan 2026	Feb 2026
<b>EpiTrax Requests</b>								
EpiTrax Requests Completed	9	12	12	11	13	16	15	12
EpiTrax Requests Opened	66	61	51	53	55	57	53	48
EpiTrax New Requests	6	6	2	13	11	18	11	7

**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 MPOX, Campylobacter, Ehrlichiosis, and Anaplasmosis logic.
4. Ongoing integration of Amazon Bedrock with eCR, to extract key data elements, validate eCRs, and streamline ingestion into EMSA using the Cal Poly eCR project.
5. ELRs and eCRs Volume:

<b>ELRs</b>	July 2025	Aug 2025	Sept 2025	Oct 2025	Nov 2025	Dec 2025	Jan 2026	Feb 2026
Total Received	120,348	115,517	218,838	122,462	118,343	135,111	132,370	131,135
Total Processed	121,033	115,884	224,642	122,260	117,087	135,038	152,490	127,198
Under Review	725	1,461	809	752	1,039	1,421	2,420	6,876
Event Updated	19,075	16,595	53,047	17,971	15,949	19,496	22,630	18,703
Event Created	8,481	9,409	46,345	8,441	7,206	8,516	9,472	10,536

<b>eCRs</b>	July 2025	Aug 2025	Sept 2025	Oct 2025	Nov 2025	Dec 2025	Jan 2026	Feb 2026
Total Received	85,864	139,146	103,838	99,140	49,580	52,372	49,968	47,280
Total Processed	233,966	52,141	35,319	165,472	100,899	49,846	45,993	44,829
Under Review	1,158,275	1,241,940	1,303,566	113,708	84,776	87,028	90,631	93,220
Event Updated	3,389	3,560	2,551	15,688	9,733	4,190	3,467	4,215
Event Created	629	1,017	648	1,601	784	599	428	484

**C. Data Warehouse**

1. Solved ETL held lock issue by refreshing intermediate schemas.
2. Updated the schedules for the Airflow ETL daily duplicate deletion and ETL check scripts.

**D. Pentaho Report**

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

**E. Dashboard**

1. Updated display table with payer type and added payer type filter for Power BI eCW finance billing dashboard.
2. Updated the wastewater dashboard with proposed wastewater catchment zip maps and initial graphs for wastewater and hospitalization data.
3. Updating hospitalization metric for the respiratory dashboard.

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

1. Provided ongoing support and maintenance for the Laboratory Information Management System (LIMS) supporting SNPHL operations.
2. Implemented configuration updates to support Healthcare-Associated Infection (HAI) activities, including Carbapenem Resistance Testing.
3. Developed new reports and modified existing reports (20+ total) to support operational and reporting needs.
4. Updated reference ranges for Blood Urea Nitrogen (BUN) and glucose testing.
5. Modified influenza sub-typing result rules to improve result processing and reporting.
6. Added 30 new providers to the Outreach System to support lab reporting and outreach activities.
7. SNPHL Requestes:

SNPHL Requests	Oct 2025	Nov 2025	Dec 2025	Jan 2026	Feb 2026
Requests Completed	43	50	56	58	47
Requests Opened	44	48	67	56	50

**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. Added Street Medicine Facility and configs to EHR.
3. Updated Clinical Rule Engine for Well Woman Visit type.
4. Resolved routing issue with Fremont labs.
5. Resolved issue with some labs not displaying correctly in the EHR.
6. EHR Requests and Reports.

EHR Requests	July 2025	Aug 2025	Sept 2025	Oct 2025	Nov 2025	Dec 2025	Jan 2026	Feb 2026
Requests Completed	18	49	29	22	22	27	29	30
Requests Opened	20	71	18	25	23	20	26	30

eCW Reports	July 2025	Aug 2025	Sept 2025	Oct 2025	Nov 2025	Dec 2025	Jan 2026	Feb 2026
FQHC	9	5	8	12	5	3	18	10
PPC	6	6	1	1	2	4	2	6

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

1. Completed and tested a case management system feature update to support pending correspondence.
2. Implemented a code solution to correct formatting for autopsy photos that were erroneously saved.

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

1. Resolved an issue causing the Adverse Event Indicator (INV1164) to export as “Yes” with a blank value when condition mapping was applied by excluding it during HL7 transformation.
2. Removed the Influenza outbreak condition from NETSS export scripts.
3. Removed Varicella cases from CDC MVPS, reprocessed 2025 Varicella cases through the NETSS export, and discontinued exporting C. auris MMG cases.
4. Completed the Pertussis test case worksheet in EpiTrax for MMG submission.
5. Submitted LTBI test cases via MMG for CDC review.
6. Evaluated and purchased a data catalog system.

**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. Coordinated with HCA on transitioning their syndromic feed to the new SFTP server.
3. Continued onboarding of inpatient data from all the data partners to their syndromic surveillance feeds.

**K. Other Projects**

1. Maintain and enhance the iCircle web application, including user account support, site maintenance, data QA, and updates.
2. Added Q4 2025 data to the Poison Control Database.
3. Completed the migration of the UMC ELR feed to the new SFTP server.
4. Added additional vaccine variables to support data requests from the Nevada State.
5. Ongoing Influenza cases severity data extract for NV State requests.
6. Addressed OpenEMPI no match recursive links issues and speed optimizations, and resolved issue with OpenEMPI team to resolve not processing probable links correctly.
7. Updated the Collect 2 Protect daily report to include the new survey for the rapid HIV test, both 1-minute blood test and 20-minute oral fluid test.

**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 Data Quality 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. Received the 2025-2026 RWACQM grant from Clark County Social Services.

## Information Technology (IT)

<b>Service Requests</b>	<b>Feb 2025</b>	<b>Feb 2026</b>		<b>YTD FY25</b>	<b>YTD FY26</b>	
Service Requests Completed	993	890	↓	8,448	6,471	↓
Service Requests Opened	1,101	996	↓	9,520	7,233	↓

<b>Information Services System Availability 24/7</b>	<b>Feb 2025</b>	<b>Feb 2026</b>		<b>YTD FY25</b>	<b>YTD FY26</b>	
Total System	78.70	89.72	↑	88.03	90.10	↑

<b>Total Monthly Work Orders by Department</b>	<b>Feb 2025</b>	<b>Feb 2026</b>		<b>YTD FY25</b>	<b>YTD FY26</b>	
Administration	267	266	↓	2,202	1,823	↓
Community Health	105	94	↓	828	715	↓
Environmental Health	156	119	↓	1,338	1,084	↓
Primary & Preventive Care	162	166	↑	1,763	1,231	↓
Disease Surveillance & Control	138	117	↓	1,100	957	↓
FQHC	215	163	↓	1,756	1,059	↓
Other	23	41	↑	149	131	↓

<b>First Call Resolution &amp; Lock-Out Calls</b>	<b>Feb 2025</b>	<b>Feb 2026</b>		<b>YTD FY25</b>	<b>YTD FY26</b>	
Total number of calls received	1,101	996	↓	9,520	7,233	↓

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

### Workforce Team

- Workforce engagements:
  - Prepared the February 2026 Hiring Plan for submission to CDC
  - Participated in the Grants Presentation provided by Finance and the Grants Team
  - Met with accountants of the PHIG A1 & A2 strategies to reconcile budget revision for Year 4 funding and carryover funds
  - Participated in the Health Executive Council; focus: Gemba walk in Vital Records, re: capacity challenges
  - Participated in the Consortium for Workforce Research in Public Health (CWORPH) webinar, re: Collaborations between Local Public Health and Healthcare: Highlighting Rural Success Stories" and "Changing Structures in Local Public Health: Impacts and Implications
  - Participated in the Big Cities Health Coalition re: Health Career Connections – Intern early career placement opportunities
  - Met with CHRO re: PHIG budget
  - Participated in the ASTHO Workforce webinar, re: WF-related timely topical information-sharing and discussion among governmental public health professionals who support workforce activities

- Fiscal review of Credit Card usage by PHIG Team; Reconciled/approved purchases

### **CDC Requirements**

- Monthly CDC Project Officer meeting as the plan for Project Officer coverage is being determined by the CDC
- Finalized, reviewed, and approved February monthly hiring plan for submission to the CDC
- 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
- Received notification of new Grants Management Specialist for PHIG along with new Grants Management Officer
- Reviewed, revised, and updated PHIVE per an unofficial Project Officer

### **Performance Management**

- 1 hour administering, closing & reporting a feedback survey for PPC All Hands. Requests are now with the state for new Alchemer software licenses for this team to run their own anonymized surveys using earmarked ELC funds through the state.
- 3 hours spent in analysis and collaboration to refresh strategic plan objectives to meet PHAB standards.
- 2 hours spent planning the Change Management Symposium from NACCHO in the last week of April. SNHD will be featured on a panel as part of the 4-hour program.
- 3 team hours Strategic Plan design to organize information for collaboration with Office of Communication for design work of a public-facing document.
- Previewed the PHAB decision making tool for strategic decisions. This product is for sale to health departments and does not meet our needs at this time.

### **Quality Improvement**

- 10 team hours spent observing care team huddles (FQHC) for Appointment Utilization project.
- 7 hours spent in preparation for and delivering Gemba Walk for HEC in the Vital Records dept.
- 10 hours of learning and synchronous classwork in Clinical Leadership from Region 9 Public Health Training Center at Univ. of Arizona, Tempe.
- 3 team hours spent in preparation and executing monthly PM/QI Team meeting. Highlights included discussion of involving 24 BSN/RN students in QI projects at the request of their faculty.
- 5 hours spent in preparation and execution of the Lead Conversion project for the Healthy Start program.
- 2 hours spent developing RFP and identifying potential vendors for an Organizational Change Management workshop for the HEC.

### **PHAB Reaccreditation**

- Innovation Learning: 2 hours invested in “Artificial Intelligence for Public Health” webinar presented by MidAtlantic Region Public Health Training Center.
- 18 hours administrative work in preparation for participation in the Creative Problem-Solving workshop for leaders and individual contributors. This design-thinking course utilized the same facilitators from the “d School” at Stanford University. Facilitated workshop made possible by PHIG. Initial post-assessment shows a 21% increase in knowledge and ability to apply new tools to address problems or change outputs with new tools and approaches.

- 22 team hours completing the Reaccreditation Readiness Survey with contributors. This survey is the Reflection portion of our final annual report to PHAB. One year from now, we will be submitting our application for the next 5-year cycle of Accreditation.

**PHIG**

- 3 hours spent in procurement and administering Purchasing Card statement for the team.
- 2 team hours spent coordinating with Office of Communications regarding the recording and publishing of grant-funded accomplishments (WINS).

## Appendix A – Office of Communications

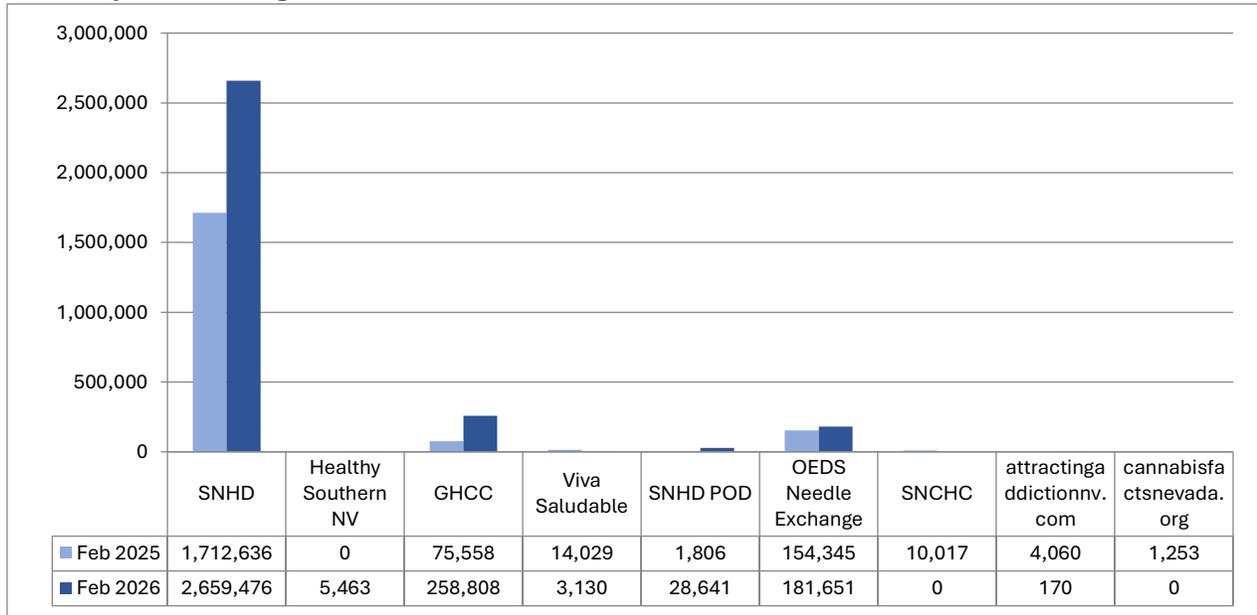
### Media, Collateral and Community Outreach Services:

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

	Feb 2025	Feb 2026		YTD FY25	YTD FY26	
Media – Digital/Print Articles	20	39	↑	261	227	↓
Media - Broadcast stories	77	100	↑	775	731	↓
Collateral - Advertising/Marketing Products	6	18	↑	172	128	↓
Community Outreach - Total Volunteers <sup>1</sup>	8	11	↑			
Community Outreach - Volunteer Hours	640	1,134	↑	5,198	2,704	↓

<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		Feb 2025	Feb 2026		YTD FY25	YTD FY26
Facebook SNHD	Followers	13,531	13,725	↑	N/A	N/A
Facebook GHCC	Followers	6,118	6,083	↓	N/A	N/A
Facebook SHC	Followers	1,634	1,607	↓	N/A	N/A
Facebook Food Safety	Followers	173	176	↑	N/A	N/A
Instagram SNHD	Followers	5,040	5,671	↑	N/A	N/A
Instagram Food Safety	Followers	532	534	↑	N/A	N/A
Instagram GetHealthyCC	Followers	273	362	↑	N/A	N/A
Instagram @Ez2stop	Followers	149	155	↑	N/A	N/A
X (Twitter) EZ2Stop	Followers	426	408	↓	N/A	N/A
X (Twitter) SNHDflu	Followers	1,780	1,730	↓	N/A	N/A
X (Twitter) Food Safety	Followers	101	100	↓	N/A	N/A
X (Twitter) SNHDinfo	Followers	10,046	9,899	↓	N/A	N/A
X (Twitter) TuSNHD	Followers	356	336	↓	N/A	N/A
X (Twitter) SoNVTraumaSyst	Followers	121	120	↓	N/A	N/A
Threads SNHD	Followers	930	1,010	↑	N/A	N/A
TikTok @Ez2stop	Views	39	53	↑	N/A	N/A

<b>Social Media Services</b>		<b>Feb 2025</b>	<b>Feb 2026</b>		<b>YTD FY25</b>	<b>YTD FY26</b>
TikTok SNHD	Views	175	412	↑	N/A	N/A
YouTube SNHD	Views	188,860	185,126	↓	1,533,980	2,090,607
Note: Facebook, Instagram and X (Twitter) numbers are not cumulative.						

# Appendix B – Finance – Payroll Earnings Summary – January 31, 2026 to February 13, 2026

**PAYROLL EARNINGS SUMMARY**  
**January 31, 2026 to February 13, 2026**

	Pay Period	Calendar YTD	Fiscal YTD	Budget 2026	Actual to Budget	Incurred Pay Dates to Annual
PUBLIC HEALTH & PREVENTATIVE CARE	\$ 311,919.74	\$ 1,244,108.64	\$ 5,470,833.92	\$ 9,195,237.18	59%	
ENVIRONMENTAL HEALTH	\$ 660,974.36	\$ 2,622,080.13	\$ 11,332,375.55	\$ 17,951,295.42	63%	
COMMUNITY HEALTH	\$ 309,685.93	\$ 1,235,100.63	\$ 5,478,849.41	\$ 9,910,529.22	55%	
DISEASE SURVEILLANCE & CONTROL	\$ 341,653.51	\$ 1,336,168.45	\$ 6,291,735.38	\$ 10,671,639.69	59%	
FQHC	\$ 345,633.35	\$ 1,382,562.45	\$ 5,939,831.59	\$ 11,060,800.45	54%	
ADMINISTRATION W/O ICS-COVID	\$ 653,478.66	\$ 2,643,677.20	\$ 11,056,859.04	\$ 15,657,123.65	71%	
<b>TOTAL</b>	<b>\$ 2,623,345.55</b>	<b>\$ 10,463,697.50</b>	<b>\$ 45,570,484.89</b>	<b>\$ 74,446,625.61</b>	<b>61%</b>	<b>65%</b>

FTE	796					
Regular Pay	\$ 2,331,785.23	\$ 7,973,847.98	\$ 36,532,736.07			
Training	\$ 1,506.24	\$ 5,795.68	\$ 75,230.92			
Final Payouts	\$ -	\$ 18,973.87	\$ 445,182.98			
OT Pay	\$ 21,081.32	\$ 50,572.92	\$ 321,554.29			
Leave Pay	\$ 241,547.50	\$ 2,277,452.44	\$ 7,092,273.23			
Other Earnings	\$ 27,425.26	\$ 137,054.61	\$ 1,103,507.40			
<b>TOTAL</b>	<b>\$ 2,623,345.55</b>	<b>\$ 10,463,697.50</b>	<b>\$ 45,570,484.89</b>			

**BI-WEEKLY OT/CTE BY DIVISION/DEPARTMENT**  
**January 31, 2026 to February 13, 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>
Plair, Tonia		8.00	478.81	Duque Armando	1.88	76.85
Thede, Stacy		0.50	17.52	Huerta Fatima	15.00	316.28
Urena, Maite		6.75	230.31	Arcuri Steven	0.75	27.74
Kuahiwinui-McGuire, Brandon		2.00	66.51	Anguiano Cristina	2.25	56.68
Murphy, Melissa		6.00	238.53			
Herrera Ortiz, Maria		5.25	198.35			
<b>Total Administration</b>		<b>28.50</b>	<b>1230.03</b>		<b>19.88</b>	<b>477.54</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>
Thomas, Pamela		4.00	190.35			
Alford, Camille		0.75	36.60			
Andrade, Jessica		4.00	163.38			
Sanchez Garcia, Julio	PHEPLB26	6.00	429.66			
Englis, Terence	SHFC3526 NO M	2.50	110.13			
Nmani, Elias	SHFC3526 NO M	2.50	118.97			
Mapote, Crisnan	SHFC3526 NO M	2.50	110.13			
Fejeran, Renee	SHFC3526 NO M	2.50	157.61			
Kendle, Taylor		4.00	140.19			
<b>Total Community Health Services</b>		<b>28.75</b>	<b>1457.02</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>
Avalos, Mayra		-1.50	-104.76	Avalos Mayra	1.50	69.83
Avalos, Mayra	FP_25 NO MILEA	1.50	104.76	Valdes-Ayala Beatriz	0.38	10.74
Medina, Mirelly		0.50	22.03			
<b>Total FQHC-Community Health Clinic</b>		<b>0.50</b>	<b>22.03</b>		<b>1.88</b>	<b>80.58</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>
Stockwell, Paul	NV2EHE25	10.00	429.79			
Total Public Health & Preventative Care		10.00	429.79		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	Guzman Michelle	1.13	56.53
Kaderlik, Patricia		4.75	323.28	Thompson William B	4.50	189.13
Navarrete, George (Larry)		0.75	56.53	Sripamong Jacqueline	6.75	231.07
Billings, Jacob		4.50	339.17	Ahmed Maryam	3.00	100.19
Edwards, Tara		0.75	56.53	Edmonds Alexis	8.25	282.42
Sheffer, Thanh		9.50	646.57	Hall Alyssa	3.75	122.02
Ortiz-Rivera, Vanessa		17.50	1191.05	Ramos Anabel	3.75	113.07
Hernandez, Stephanie		4.00	252.17			
Cummins, Veronica		9.25	539.61			
Wills, Jerry		5.50	305.09			
Reyes, Abegail		1.50	83.21			
Rakita, Daniel		3.00	154.04			
McCann, Alexandra		1.00	52.73			
Michel, Guillermo		3.75	197.75			
Calzado, Neil		16.50	870.12			
Jones, Mallory		14.25	751.47			
Thein, Kelsey		3.00	158.20			
Wells, Jordan		5.25	276.85			
Najera, Luisa		1.00	51.35			
Ross, Alyssa		3.25	154.66			
Ahmed, Maryam		12.00	601.15			
Bidinger, Joy		4.00	205.40			
Hall, Alyssa		12.00	585.71			
Vinh, Jonathan		2.50	116.08			
Erickson, Sarah		2.50	116.08			
Oman, Gabriela		3.75	183.03			
Hernandez, Lillian		6.00	278.59			
Ryan, Erica		3.00	150.29			
Roberts, Jamie		1.25	58.04			
Nwaonumah, Nosa		1.50	69.65			
Hernandez, Abel		1.50	69.65			
Gonzalez, Jorge		5.25	237.44			
Total Environmental Health		175.25	9960.58		31.13	1094.44

**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	6.50	442.39	Raman Devin	4.13	207.27
Shingu, Michele		2.50	170.15	McNee Nicol	8.25	218.65
Johnson, Monique	HV2PRV25	6.00	378.26			
Rossi Boudreaux-Thibodeaux, Dustin (T HV2PRV25		7.50	510.44			
Rossi Boudreaux-Thibodeaux, Dustin (Tux)		5.50	374.32			
Donnell, Jessica		1.00	66.28			
O'Connor, Kelli		6.00	408.36			
Ewing, Tabitha		6.00	397.70			
Montgomery, Joshua	HV2PRV25	4.00	286.44			
Castro, Janet		5.00	270.18			
Reyes, Rebecca		5.00	340.30			
Herrera, Reyna		3.50	215.18			
McIntyre, Eric		6.00	388.12			
Flournoy, Tiffany	HV2PRV25	5.50	346.74			
Barnnett, Sarie	HV2PRV25	6.25	305.06			
Martinez Sainz, Jose (Cassandra)	HV2PRV25	4.50	214.15			
Bravo Rosas, Jazmin	HV2PRV25	5.50	230.20			
McNee, Nicol		-8.25	-327.97			
McNee, Nicol	HV2PRV25	8.25	327.97			
Alvarez, Jeffrey	HV2PRV25	5.50	218.65			
Washburn, Kacie		6.00	264.32			
Harris, Diana	HV2PRV25	10.00	464.31			
Riley, Thomas		5.00	226.14			
Griffin, Roberto		5.00	226.14			
Burgess, Glenn		3.00	154.05			
Ngari, Alice		6.50	301.80			
Viote, Angeles	HV2PRV25	5.00	220.27			
Viote, Angeles		5.00	220.26			
Baltazar, Josephine	HV2PRV25	7.00	341.66			
Total Disease Surveillance & Control		<b>144.25</b>	<b>7981.87</b>		<b>12.38</b>	<b>425.92</b>

# Appendix C – Finance – Payroll Earnings Summary – February 14, 2026 to February 27, 2026

**PAYROLL EARNINGS SUMMARY**  
**February 14, 2026 to February 27, 2026**

	Pay Period	Calendar YTD	Fiscal YTD	Budget 2026	Actual to Budget	Incurred Pay Dates to Annual
PUBLIC HEALTH & PREVENTATIVE CARE	\$ 319,112.43	\$ 1,570,721.77	\$ 5,797,447.05	\$ 9,195,237.18	63%	
ENVIRONMENTAL HEALTH	\$ 658,829.31	\$ 3,280,909.44	\$ 11,991,204.86	\$ 17,951,295.42	67%	
COMMUNITY HEALTH	\$ 311,238.37	\$ 1,547,420.68	\$ 5,791,169.46	\$ 9,910,529.22	58%	
DISEASE SURVEILLANCE & CONTROL	\$ 335,697.22	\$ 1,671,865.67	\$ 6,627,432.60	\$ 10,671,639.69	62%	
FQHC	\$ 346,843.63	\$ 1,729,406.08	\$ 6,286,675.22	\$ 11,060,800.45	57%	
ADMINISTRATION W/O ICS-COVID	\$ 658,547.51	\$ 3,307,848.21	\$ 11,721,030.05	\$ 15,657,123.65	75%	
<b>TOTAL</b>	<b>\$ 2,630,268.47</b>	<b>\$ 13,108,171.85</b>	<b>\$ 48,214,959.24</b>	<b>\$ 74,446,625.61</b>	<b>65%</b>	<b>69%</b>

FTE	796			
Regular Pay	\$ 2,054,505.21	\$ 10,033,734.06	\$ 38,592,622.15	
Training	\$ 34.03	\$ 5,829.71	\$ 75,264.95	
Final Payouts	\$ -	\$ 26,469.88	\$ 452,678.99	
OT Pay	\$ 13,224.92	\$ 63,825.58	\$ 334,806.95	
Leave Pay	\$ 521,101.59	\$ 2,799,805.29	\$ 7,614,626.08	
Other Earnings	\$ 41,402.72	\$ 178,507.33	\$ 1,144,960.12	
<b>TOTAL</b>	<b>\$ 2,630,268.47</b>	<b>\$ 13,108,171.85</b>	<b>\$ 48,214,959.24</b>	

**BI-WEEKLY OT/CTE BY DIVISION/DEPARTMENT**  
**February 14, 2026 to February 27, 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>
Viote, Jorge		1.00	68.06	Duque Armando	6.00	245.92
Silva-Minnich, Rosanna		1.00	64.69	Anguiano Cristina	3.75	94.46
Plair, Tonia		10.00	598.52			
Thede, Stacy		2.00	70.10			
Kuahiwinui-McGuire, Brandon		6.75	224.46			
Gonzales, Fabiana		2.50	135.10			
Murphy, Melissa		4.50	178.90			
Sanabria, Luis		2.65	85.75			
Herrera Ortiz, Maria		1.75	66.12			
Total Administration		<b>32.15</b>	<b>1491.70</b>		<b>9.75</b>	<b>340.38</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>
Thomas, Pamela		8.00	380.70	Alford Camille	2.63	85.42
Kendle, Taylor		8.00	280.38			
Total Community Health Services		<b>16.00</b>	<b>661.08</b>		<b>2.63</b>	<b>85.42</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>
Medina, Mirelly		2.50	110.14	Avalos Mayra	2.63	122.21
Loysaga, Jennifer		1.00	38.80	Diaz Michelle	0.75	22.03
Royal, Yvonne		0.50	17.52	Romero Esther	0.38	11.61
Petersen, Desiree		1.50	71.38			
Total FQHC-Community Health Clinic		<b>5.50</b>	<b>237.84</b>		<b>3.75</b>	<b>155.85</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>
Robles, Cynthia		1.00	52.73			
Total Public Health & Preventative Care		<b>1.00</b>	<b>52.73</b>		<b>0.00</b>	<b>0.00</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		11.00	829.09	Hemberger Adriana	4.50	154.05
Kaderlik, Patricia		7.25	493.43	Kuehn Jennifer	9.38	337.91
Navarrete, George (Larry)		1.00	75.37	Choi Jessica	3.00	110.94
Billings, Jacob		6.75	508.76	Sabandith Vetahya	5.25	184.57
Sheffer, Thanh		10.50	714.63	Ahmed Maryam	1.50	51.35
Piar, Diane		4.75	323.28	Ahmed Maryam	7.50	250.48
Ortiz-Rivera, Vanessa		11.50	782.68	Figuroa Natalya	2.25	69.65
Lucas, Brianna		3.75	242.58			
Kuehn, Jennifer		0.00	0.00			
Rakita, Daniel		8.00	410.79			
Michel, Guillermo		5.50	290.04			
Calzado, Neil		5.00	263.67			
Jones, Mallory		28.00	1476.55			
Wells, Jordan		4.50	237.30			
Najera, Luisa		3.25	166.89			
Charfauros, Adair		3.00	154.04			
Jufar, Lydia		1.00	51.35			
Ahmed, Maryam		8.50	436.47			
Hall, Alyssa		1.50	73.21			
Dunne, Rebecca		1.50	73.21			
Figuroa, Natalya		1.25	58.04			
Erickson, Sarah		1.50	69.65			
Concepcion, Derrell Glen		0.25	11.61			
Ryan, Erica		2.50	125.24			
Nwaonumah, Nosa		2.50	116.08			
Rivera Perez, Alexia		2.00	90.45			
Gonzalez, Jorge		3.25	146.98			
Thompson, Deshawn		12.00	601.16			
Total Environmental Health		<b>151.50</b>	<b>8822.55</b>		<b>33.38</b>	<b>1158.95</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>
Rossi Boudreaux-Thibodeaux, Dustin (T)	HV2PRV25	4.50	306.27			
Ewing, Tabitha	HV2PRV25	6.00	397.70			
Montgomery, Joshua	HV2PRV25	6.00	429.66			
Castro, Janet	HV2PRV25	5.00	270.19			
Martinez Sainz, Jose (Cassandra)	HV2PRV25	5.00	237.94			
Baltazar, Josephine	HV2PRV25	6.50	317.26			
Total Disease Surveillance & Control		<b>33.00</b>	<b>1959.02</b>		<b>0.00</b>	<b>0.00</b>

**Combined Total** **239.15** **13224.92** **49.51** **1740.59**