

MEMORANDUM



Date: October 22, 2026
To: Southern Nevada District Board of Health
From: Cassius Lockett, PhD, MS, *District Health Officer* 
Subject: **Administration Division Monthly Report – September 2026**

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Executive Summary

The Office of Communications issued 2 News Release, placed advertisements in El Nuevo Mundo and Mesa Valley Progress newspapers and on Google Ads to promote the Caring for Our Community campaign. As of October 5, 2026, the Health District had 790 employees. Human Resources posted 7 employment opportunities, held 26 interviews, extended 6 job offers, and onboarded 7 new hires. Facilities staff oversaw the installation of new automatic front entry doors and bollards.

Office of Communications

News Releases Disseminated:

- Hispanic Heritage Month highlights health, culture and community in Southern Nevada
- Health District reports first flu-related death of the season

Press:

- Clark County's first flu-related death of the season
- Hispanic Heritage Month

- Unpermitted street vendors
- Diabetes self-management classes
- Overdose deaths and prevention efforts

Four Hundred two news clips related to the Health District, local news coverage and national coverage of public health topics were compiled in September. Coverage includes traditional print, broadcast, digital and online media outlets. A complete list is available at <https://media.southernnevadahealthdistrict.org/download/oc/202609-PI-Report.pdf>.

Advertisements, Projects Completed and Social Media Summary:

In September, staff placed advertisements in El Nuevo Mundo and Mesa Valley Progress newspapers and on Google Ads to promote the Caring for Our Community campaign. The Office of Communications continues to assist with redesigning material for the Brain Health is Community Health campaign for the Health Equity program.

The Office of Communications facilitated responses to 213 public information inquiries related to Health District programs and services, vaccine clinic requests, health fair invitations, and complaints. The team also received 93 internal project requests, including graphic design, website content updates, photography, advertising, marketing, outreach materials, and translation services. Staff performed regular updates on Health District websites, including SNHD.org and SNCHC.org.

On social media, staff promoted Sudden Unexpected Infant Death Syndrome, Strip Club (fentanyl and xylazine test strips), CredibleMind, Fight the Bite, lead testing services (English and Spanish), Health District After Dark, Healthy Chats Episode 8, Preparedness Month, Step Up for Kids & Healthy Kids Festival, 988 hotline, Public Service Career Fair and Board of Health recognitions. Staff created video and social cuts including Healthy Chats Episode 8, Southern Nevada Opioid Advisory Council (SNOAC), Nurse-Family Partnership and Healthy Chats.

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: 33
- Department of Welfare & Supportive Services Medicaid/Supplemental Nutrition Assistance Program applications: 174

Government Affairs Update:

- Continued preparation for the upcoming legislative session, including development of the Public Health Sector Legislative Funding Request for Disease Surveillance, Investigation and Response.
- Met with elected officials and public health partners to discuss legislative priorities, funding needs, and session strategy.
- Coordinated with internal staff on legislative priorities, messaging, funding requests and session planning.
- Finalized preparations and conducted a legislative site visit for the Nurse-Family Partnership program with state legislators and congressional delegation staff.
- Finalized and submitted the SB118 annual report and State Public Health Fund report to Legislative Counsel Bureau (LCB).
- Continued coordination on key public health policy and legislative issues.

Meetings and Events of Note:

- September 1: SB494 Public Health Study Public Workshop
- September 1: Accreditation meeting
- September 2: Latino Network meeting
- September 8: Gavin J. Goorjian Community Health Center Tour
- September 9: Public Health Policy Strategy Group Meeting
- September 11: State Board of Health Meeting
- September 11: NPHA Advocacy and Policy Committee Meeting
- September 14: Legislative Update Meeting
- September 15: Legislative Session Planning Meeting with DSC
- September 16: Meeting with Senator Titus
- September 23: Meeting with DPBH on NAC441A
- September 28: CitiesLEAD National Network Meeting
- September 29: Nurse-Family Partnership Site Visit with state legislators and congressional delegation staff
- Meetings with Big Cities Health Coalition PIO and Policy Workgroups
- Meetings with the Public Health Policy Strategy Group.
- Meetings related to the 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	Sept 2025	Sept 2026		YTD FY26	YTD FY27	
Maintenance Responses	364	539	↑	1,040	1,746	↑
Electrical Work Orders	25	40	↑	108	149	↑
HVAC Work Orders	102	74	↓	178	335	↑
Plumbing Work Orders	19	31	↑	42	78	↑
Preventive Maintenance	6	18	↑	97	50	↓
Security Responses	2,535	1,589	↓	6,708	4,663	↓

Current Projects

Decatur Location

- Installed new automatic entry doors
- Installed bollards
- Installed light dimmers for two offices in Immunization

SNPHL Location

- Installed RTU for Microbiology lab

Finance

Total Monthly Work Orders	Sept 2025	Sept 2026		YTD FY26	YTD FY27	
Purchase Orders Issued*	493	491	↓	1,765	1,554	↓
Grants Pending – Pre-Award**	2	3	↑	12	9	↓
Grants in Progress – Post-Award***	13	9	↓	24	22	↓

*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.

Grants Expired – September 2026						
KEY: P=Pass-through, F=Federal, S=State, O=Other						
Project Name	Grantor	End Date	Amount	Reason	FTE	Comments
Comagine Integrated Maternal Health Services Year 4 of 5 (comag_26)	O - Comagine	9/29/2026	\$444,419.00	End of project period	2.20	Expected FY2027 renewal
15PBJA-23-GG-02351-COAP, Comprehensive Opioid, Stimulant, and Substance Use Site-based program, Year 3 of 3, (cossup26)	F-DOJ	9/30/2026	\$1,600,000.00	End of project period	2.00	New NOFO application submitted
Clark County, Thrive By 0-3 Prevention Services, Embracing Healthy Babies Year 4 of 5 (ehbsa_26)	Contract	9/30/2026	\$150,000.00	End of project period	1.00	Expected FY2027 renewal
5 U01EH001369-05-01, CDC Foodborne Illness, year 5 of 5 (fdill_25)	F-CDC	9/29/2026	\$385,173.00	End of project period	1.20	FY2027 renewal received
H79TI084748-03S1, SAMHSA First Responders - Comprehensive Addiction and Recovery Act, Year 4 of 4 (frcar_26)	F-SAMHSA	9/29/2026	\$500,000.00	End of project period	1.85	Expected FY2027 renewal

Grants Expired – September 2026						
KEY: P=Pass-through, F=Federal, S=State, O=Other						
Project Name	Grantor	End Date	Amount	Reason	FTE	Comments
Alzheimer's Association, National Healthy Brain Initiative (hbi_26)	Contract	9/29/2026	\$50,000.00	End of project period	0.00	Not expected to renew
Catholic Charities of Southern Nevada, Refugee Health Program (hcrhp_26)	Contract	9/30/2026	\$17,577.00	End of project period	1.84	Expected FY2027 renewal
SNPHL Expansion Project City of Boulder City (lbxbc_24)	ILA	9/30/2026	\$25,000.00	End of project period	0.00	Not expected to renew
City of North Las Vegas, ARPA Lab Expansion, Notice of Subaward (lbnlv23)	ILA	9/30/2026	\$1,100,000.00	End of project period	0.00	Not expected to renew
UNLV Childhood Lead Poisoning Prevention - A5 (nclpp_22)	P-CDC	9/29/2026	\$274,594.00	End of project period	0.35	Expected FY2027 renewal
State of Nevada, Nevada Home Visiting, Maternal, Infant and Early Childhood Home Visiting Grant Program, Year 2 of 2 (nfp_26)	P-HRSA	9/26/2026	\$709,629.00	End of project period	4.20	Expected FY2027 renewal
Pact Coalition, Year 2 of 5 (pfs_26)	O- PACT	9/29/2026	\$72,717.00	End of project period	0.55	Expected FY2027 renewal
State of Nevada , CDPHP - Prev Health Promo (phhsbg26)	P-CDC	9/30/2026	\$36,398.00	End of project period	0.10	Expected FY2027 renewal
5 H49MC52122-03-00, Healthy Start Initiative - Enhanced Year 3 of 5 (pphs_26)	F-HRSA	9/29/2026	\$1,041,320.00	End of project period	10.00	FY2027 renewal received

Grants Expired – September 2026						
KEY: P=Pass-through, F=Federal, S=State, O=Other						
Project Name	Grantor	End Date	Amount	Reason	FTE	Comments
NU01DD000024-03 Pregnant People - Infant Linked Longitudinal Survey (Stillbirth), Year 3 of 5, (ppls_26)	F-CDC	9/29/2026	\$324,731.00	End of project period	2.35	FY2027 renewal received
NU58DP007746-03, Racial and Ethnic Approaches to Community health, Year 3 of 5 (reach_26)	F-CDC	9/29/2026	\$680,038.00	End of project period	0.90	FY2027 renewal received
State of Nevada, Fusion Center Public Health Analyst (multi-year) (snctc_25)	P-DHS	9/30/2026	\$94,540.00	End of project period	0.75	Expected FY2027 renewal
State of Nevada, State Opioid Response (sor_26)	P-CDC	9/29/2026	\$1,165,256.00	End of project period	3.00	Expected FY2027 renewal
NU58DP007684-02-01, Sudden Unexpected Infant Death and Sudden Death in the Young Case Registry Year 2 of 5 (suid_25)	F-CDC	9/29/2026	\$264,963.00	End of project period	1.37	FY2027 renewal received
NU58DP007684-03-01, Sudden Unexpected Infant Death and Sudden Death in the Young Case Registry Year 3 of 5 (suid_26)	F-CDC	9/29/2026	\$248,924.00	End of project period	1.36	FY2027 renewal received

Grants Awarded – September 2026							
KEY: P=Pass-through, F=Federal, S=State, O=Other							
Project Name	Grantor	Received	Start Date	End Date	Amount	Reason	FTE
1H79TI089467-01, SAMHSA First Responders-	F-SAMHSA	9/16/2026	9/30/2026	6/29/2027	\$800,000.00	New and competing multiyear award	1.85

Comprehensive Addiction and Recovery Act Grants FR-CARA Yr 1 of 4 (frcar_27)							
5 H80CS33641-06, Health Center Service Area Competition, Year 3 of 4, Amendment 3 (hcsac_26)	F-HRSA	8/13/2026	8/1/2026	7/31/2027	\$650,000.00	New Access Point funds	19.00
State of Nevada, Ryan White Part B Medical Case Management, (hcrwbm26)	P-HRSA	9/4/2026	4/1/2026	3/31/2027	\$40,000.00	FY 2027 renewal	0.91
State of Nevada, HIV Prevention (hivprv26)	P-CDC	9/2/2026	6/1/2026	5/31/2027	\$1,933,563.00	FY 2027 renewal	13.00
State of Nevada, Epidemiology and Laboratory Capacity Program, ELC Base Award, Year 3 of 5, ELC, (elcont27)	P-CDC	9/9/2026	8/1/2026	7/31/2027	\$306,861.00	FY 2027 renewal	0.62
State of Nevada, Immunization (imm_27)	P-CDC	9/28/2026	7/1/2026	6/30/2027	\$687,605.00	FY 2027 renewal	4.45
State of Nevada, Tuberculosis, Amendment 1 (tb_26)	P-CDC	9/9/2026	1/1/2026	12/31/2026	\$363,149.00	Changes to SOW and add remaining 50% of award	2.44
EMW-2026-BW-05007, Biowatch Grant Program (bw_27)	F-DHS	9/29/2026	8/1/2026	7/31/2027	\$1,687,950.00	New Effort	4.60

Contracts Awarded – September 2026							
KEY: P=Pass-through, F=Federal, S=State, O=Other							
Project Name	Grantor	Received	Start Date	End Date	Amount	Reason	FTE
Public Health Nurse Liaison	Clark County	9/15/2026	7/1/2026	6/30/2027	\$162,158.8	Amendment is	1

Contracts Awarded – September 2026							
KEY: P=Pass-through, F=Federal, S=State, O=Other							
Project Name	Grantor	Received	Start Date	End Date	Amount	Reason	FTE
Services for Dept. of Family Services YR 6 of 6 (ILA) CBE# 605966-21 Amendment 1 (cps_27)						FY2027 renewal for 2 years	

Human Resources (HR)

Employment/Recruitment:

- 790 Active Employees as of October 5, 2026
- 0 New Job Titles for September
- 7 New Hire, including 0 rehires and 0 reinstatements
- 10 Terminations
- 4 Promotions, 3 Flex-reclasses, 2 Reassignments
- 3 Transfers
- 0 Demotions, 1 Voluntary Demotion
- 33 Annual Increases
- 26 Interviews; 0 interviewed were attended by recruiters
- 6 Offers extended (0 offers declined)
- 7 Recruitments posted
- Turn Over Rates
 - District Administration: 0.602%
 - Community Health: 0.897%
 - Disease Surveillance & Control: 0.935%
 - Environmental Health: 0.513%
 - Public Health & Preventive Care: 2.899%
 - FQHC: 3.670%

Projects in Progress/Other Items

- Recruitment meetings
- Strategy/Training meetings with Departments
- Credentialing Training
- Reports for Cheri
- Position Control/FTE Review
- Benefits Fair
- Public Service Job Fair
- DFS Background

Temporary Employees

- 8 Temporary Staff

Employee/Labor Relations

- 0 Coaching and Counseling, 1 Verbal Warning, 0 Written Warning, 0 Suspensions, 0 Final Written Warnings, 0 Terminations, 1 Probationary Releases
- 6 Grievances
- 1 Arbitration
- 200 Hours of Labor Meetings (with Union)
- 120 hours investigatory meetings
- 4 Investigations
- 24 Complaints & Concerns
- 100 Hours ER/LR Meetings with managers or employees
- Number of EEOC/NERC and EMRB cases: 5

Training/Meetings Attended by Staff

- Monthly JLMC Meeting
- SEIU Meetings

Projects in Progress/Other Items

- New Leaders Orientation Guide
- Disciplinary Document – How-To Guide in NEOGOV
- Employee Relations/Labor Relations Standard of Procedures (SOP)
- Grievance Log and Official Complaints Report, Investigation Log for Leadership
- Supervisors, managers, and directors monthly check-up meetings

Interns

There were a total of 42 interns providing 1,319 applied public health practice hours in September 2026.

Interns and Clinical Rotations	Sept 2026	YTD
Total Number of Interns ¹	42	93
Internship Hours ²	1,319	3,177

¹Total number of students, residents, and fellows

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

Safety

- Investigations: 1
- Accommodations: 2
- Inquiries: 36

Training (In-Person and Online)

- New Hire Orientation:
 - 09/14/2026: 3 new hires
 - 09/28/2026: 4 new hires
- Beyond Personality: Applying DiSC at Work:
 - 09/08/2026: 5 participants
 - 09/10/2026: 10 participants
 - 09/10/2026: 10 participants

Informatics

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 and deployed the WebIZ vaccine mapping in EpiTrax, including manufacturer and other required codes.
3. Completed the ICAR PDF data extraction process and loaded the extracted data into the EpiTrax data warehouse for the Epidemiology team.
4. Fixed the repeating field data issue causing duplicate rows and inconsistent values by updating EpiTrax to clear existing repeating section data before inserting new data when an event is saved.
5. Standardized syphilis treatment information across all syphilis conditions in EpiTrax.
6. Improved the export module user experience by adding a loading spinner during data export and download to prevent duplicate requests and reduce unnecessary database server load.
7. Updated EpiTrax form fields to reflect the current SNHD staff list.
8. EpiTrax User Requests:

EpiTrax Requests	Dec 2025	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026	June 2026	July 2026	Aug 2026	Sept 2026
EpiTrax Requests Completed	16	15	12	6	4	1	1	6	8	4
EpiTrax Requests Opened	57	53	48	49	49	51	50	48	42	38
EpiTrax New Requests	18	11	7	7	4	3	0	4	2	0

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. Updated the Hep C case reopening logic to reopen cases only when the “Linking to Care” is blank.
3. Added new logic for Enteropathogenic E. coli (EPEC) to create cases only for tests from the SNPHL facility.
4. Updated the SNPHL structured numeric (SN) mapping in the EMSA2 XML structure and applied incremental sequencing, resolving the issue where Ertapenem AST result values were not updating in EpiTrax during EMSA processing.
5. ELRs and eCRs Volume:

ELRs	Dec 2025	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026	June 2026	July 2026	Aug 2026	Sept 2026
Total Received	135,111	132,370	131,135	128,645	121,645	139,688	124,164	133,612	121,612	122,109
Total Processed	135,038	152,490	127,198	127,322	134,784	123,641	139,387	139,387	128,117	121,313
Under Review	1,421	2,420	6,876	3,598	3,205	3,535	3,441	3,441	4,601	4,620
Event Updated	19,496	22,630	18,703	18,408	20,325	18,577	23,305	23,305	17,665	16,180
Event Created	8,516	9,472	10,536	11,040	10,601	9,212	8,302	8,302	9,692	10,607

eCRs	Dec 2025	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026	June 2026	July 2026	Aug 2026	Sept 2026
Total Received	52,372	49,968	47,280	53,828	195,745	98,732	76,415	87,961	88,158	82,988
Total Processed	49,846	45,993	44,829	58,061	122,234	172,869	79,450	68,171	77,250	73,751

Under Review	87,028	90,631	93,220	106,893	150,551	161,456	173,374	197,153	207,206	214,980
Event Updated	4,190	3,467	4,215	4,182	6,041	10,191	3,849	3,033	3,381	3,322
Event Created	599	428	484	541	1,297	2,097	674	676	787	769

C. **Data Warehouse**

1. Continued monitoring and maintenance of the data warehouse.
2. Added SNHD FBI complaint jurisdiction to the ETL OOE schema tables.
3. Updated the ETL script to refresh user access permissions.

D. **Dashboard**

1. Updated the respiratory dashboard with an ongoing wastewater map for respiratory conditions, added a new wastewater information page with interactive filters, and updated the content.
2. Updated the empower dashboard with the latest five months of data.
3. Redesigned the DSTT Low Birth Weight dashboard.

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

1. Built new Carbapenemase Resistant Organisms (CRO) confirmation tests and reflexing rules in the SNPHL Orchard LIMS.
2. Built new Biofire testing configurations in Orchard.
3. Developed new Orchard reports for CRO antimicrobial susceptibility results.
4. Built Orchard configurations for new providers submitting Candida auris testing.
5. Updated scripts for UHS HL7 test ordering and result (ETOR) message processing.
6. Revised Laboratory Response Network (LRN) reporting configurations to support CDC reporting requirements.
7. Added Orchard configurations to support send-out testing for Bio-safety Lab Level 3 (BSL3) testing.
8. Added new LOINC codes for CDC testing including Bacillus, Brucella, Francisella, and Yersinia.
9. Revised Microbiology Whole Genome Sequencing (WGS) reflexing rules in Orchard.
10. Seven new testing locations were added to the Orchard Outreach module, enabling these sites to submit test orders directly to SNPHL Orchard LIMS.
11. SNPHL Requests:

SNPHL Requests	Dec 2025	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026	June 2026	July 2026	Aug 2026	Sept 2026
Requests Completed	56	58	47	65	66	15	59	59	71	22
Requests Opened	67	56	50	60	72	54	55	61	83	72

F. **Electronic Health Record (EHR) System**

1. Update TB Flowsheet with medications.
2. Built new Quest test (Lamotrigine) in eCW.
3. Updated the CARGOS automation workflow to export data from eClinicalWorks (eCW) for CDC and state reporting.
4. Updated Healthy Start Report.
5. Updated Treponema/RPR ordering/processing in eCW to accommodate SNPHL changes.
6. Updated TB Skin test ordering/resulting in eCW.
7. Resolved Immunizations missing National Drug Code (NDC) fields when sending to the state WebIZ system.
8. Resolved RPR Titer result issue in eCW.

9. EHR Requests and Reports.

EHR Requests	Dec 2025	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026	June 2026	July 2026	Aug 2026	Sept 2026
Requests Completed	27	29	30	33	31	16	40	35	18	39
Requests Opened	20	26	30	22	32	24	23	33	46	30

eCW Reports	Dec 2025	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026	June 2026	July 2026	Aug 2026	Sept 2026
FQHC	3	18	10	11	11	6	9	5	7	9
PPC	4	2	6	4	2	3	2	5	6	5

G. Data Modernization Initiative (DMI)

1. Continued implementation of the Informatica Data Governance platform by loading all form field columns and definitions, setting up Epidemiologist accounts, and continuing to load core fields and their definitions.
2. Completed the production Query Connector setup and tested requests to the eHealth Exchange production endpoint using the mTLS production certificate. The requests are currently returning errors, and we are awaiting resolution from the eHealth Exchange team before proceeding with production data requests.
3. Organized a meeting with DSC to review the Query Connector process and help them plan for using the tool once the production server is ready.

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

1. Transitioned two additional hospitals to the new SFTP server.

I. Other Projects

1. Maintain and enhance the iCircle web application, including user account support, site maintenance, data QA, and updates.
2. Drafted and submitted a proposal for the Wastewater Submitter Reporting process.
3. Completed merging existing HAN Excel data into the MS Access database so staff can maintain the data in one centralized database.
4. Completed lab confirmation for the Nevada Childhood Lead Poisoning Prevention Program (NvCLPPP) program by verifying blood lead level (BLL) reports from five clinics.
5. Processed new antibiogram data received from Quest and UHS and followed up with other reporters who have not yet submitted their data.
6. Completed the Statement of Work (SOW) and onboarding documents for the new Senior AI Integration Contractor, who will help establish the internal AI gateway infrastructure.
7. Identified and notified IT that a database server had run out of disk space and coordinated with IT to set up OpManager Plus monitoring alerts in the Teams channel for issues such as disk utilization reaching 90%, allowing the team to address potential problems before they cause system failures.
8. Identified the emerging CDC concern regarding Cladophialophora bantiana, which can cause brain abscesses, reviewed the ELR/eCR, and prepared feedback for ACDC to support readiness if CDC classifies it as an MMWR report.

J. National and State Meetings/Workshops

1. Participated in eHealth Exchange discussions on SNHD use cases involving FHIR and the IZ Gateway.

2. Participated in the Statewide Syndromic Surveillance Workgroup.
3. Participated in PHAST Consortium activities, including Technical, Weekly Collaboration and Learning, R Shiny, Merge Request, Manager, and Annual Meetings.
4. Participated in the CSTE eCR Data Quality Workgroup.
5. Participated in the CSTE/CDC Frontline Tools Year 3 Workgroup.
6. Continued Informatica training in preparation for the Cloud Data Governance and Catalog (CDGC) Professional Certification.

Information Technology (IT)

Service Requests	Sept 2025	Sept 2026		YTD FY26	YTD FY27	
Service Requests Completed	787	1,212	↑	2,609	3,420	↑
Service Requests Opened	865	1,340	↑	2,884	3,883	↑

Information Services System Availability 24/7	Sept 2025	Sept 2026		YTD FY26	YTD FY27	
Total System	87.96	80.54	↓	89.96	80.89	↓

Total Monthly Work Orders by Department	Sept 2025	Sept 2026		YTD FY26	YTD FY27	
Administration	225	327	↑	735	933	↑
Community Health	101	164	↑	289	377	↑
Environmental Health	107	153	↑	447	482	↑
Primary & Preventive Care	153	185	↑	554	579	↑
Disease Surveillance & Control	114	198	↑	356	540	↓
FQHC	143	260	↑	422	688	↑
Other	10	20	↑	41	91	↑

First Call Resolution & Lock-Out Calls	Sept 2025	Sept 2026		YTD FY26	YTD FY27	
Total number of calls received	865	1,340	↑	2,884	3,883	↑

Workforce Team – Public Health Infrastructure Grant (PHIG)

PHIG Team

- Workforce engagements:
 - Prepared the September 2026 Hiring Plan for submission to CDC
 - Fiscal review of Credit Card usage by PHIG Team; Reconciled/approved purchases
 - Attend the Beyond the Rural Health Transformation Program (RHTP) Buzz: Is your Rural Community Ready to Scale What Works webinar
 - Attend the CDC Response All-STLT update call
 - Participated in the September Senior Leadership/Manager Meeting and briefed information on the upcoming All-Hands Retreat and Training Opportunity

- Participated in the September Health Executive Council – briefed upcoming events and milestones
- Attended and Participated in the PHIG Region 9 Convening in Anaheim: participated in team building exercises, funding spenddown strategies, and provided a social media interview on our team building project and how it was reflective of the PHIG impact on our jurisdiction
- Met with CHRO to discuss DHO's guidance on the All-Hands Retreat and Training Opportunity
- Participated in the PHIG Primary Investigator Peer Network hosted by the Association of State and Territorial Health Officials (ASTHO)
- Participated in the Resilience Funding: Building Financial Shock Absorbers webinar with the University of Minnesota

CDC Requirements

- Future Technical Assistance requests must be submitted through the Public Health Infrastructure Virtual Engagement (PHIVE) platform in lieu of an assigned Project Officer
- Finalized, reviewed, and approved September monthly hiring plan for submission to the CDC
- Conducted financial analysis of the PHIG funding during this month focusing on personnel salaries/fringe to identify strategies moving forward

Performance Management

- FQHC Clinic Workflow Committee. 4 hrs.
- Managed survey responses for a State Inquiry to DSC division. 4 hrs.
- PMQI Team meeting planning and administration. 3 hrs.
- New device management and IT support. 2 hrs.
- ASTHO Leading Change workshop planning. Admin. hrs. 6

Quality Improvement

- Gemba Walk for Health Executive Council (HEC)
 - Preparation of material, planning and orientation for Sr. HC Assistants. 8 hrs.
 - Gemba Walk as part of HEC meeting and debrief. 2 hrs.
- Refresh QI Strike Team member training for EH, CH and HR general training rollout.
 - Design. 3 hrs.
 - Delivery. 2 hrs.
- DSC project around naloxone and fentanyl strip distribution. 4 hrs.
- Hep B Vaccine refusal project. 3 hrs.
- Managed survey for PPC/Back to School staff survey for sentiment data. Created comparison report for year-over-year (YoY) results. 3 hrs.
 - Biggest growth areas according to staff YoY:
 - Physical space appropriate for clinic flow: +0.80 on a 5-point Likert scale
 - Adequately Supported by Team/Leadership +0.38
 - Check-in process/navigation +0.35
 - Overall clinical process +0.37
 - Registration process +0.34
- Health Card project planning. 2 hrs.

PHAB Reaccreditation

- Coaching contributors on PHAB content: 11 hrs.
- Content review: 3 hrs.

- Content writing/upgrades: 10 hrs.

PHIG

- Annual Region 9 PHIG Recipient Convening. Contact-hours: 16
 - Presented breakout session on building QI mindset/maturity
 - Preparation 5 hrs.
 - Sessions over 3 days. Returned with contacts across three states to mentor one peer and gain informal mentorship and collaboration with 2 colleagues in California.
- Team-Purchasing card administration: 6 hours

Appendix A – Office of Communications

Media, Collateral and Community Outreach Services:

Media – Digital/Print Articles

Media - Broadcast stories

Collateral - Advertising/Marketing Products

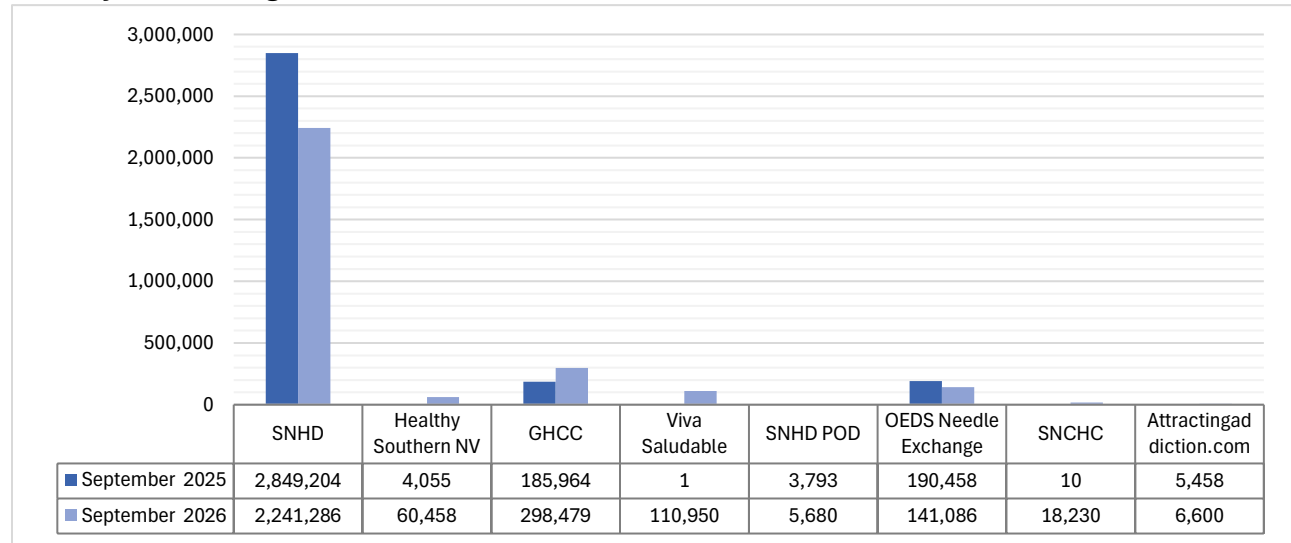
Community Outreach - Total Volunteers¹

Community Outreach - Volunteer Hours

Sept 2025	Sept 2026		YTD FY26	YTD FY27	
36	15	↓	106	85	↓
148	46	↓	308	236	↓
19	15	↓	41	44	↑
2	10	↑			
52	900	↑	182	2,880	↑

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

Monthly Website Page Views:



Social Media Services		Sept 2025	Sept 2026		YTD FY26	YTD FY27
Facebook SNHD	Followers	13,687	14,728	↑	N/A	N/A
Facebook GHCC	Followers	6,092	6,096	↑	N/A	N/A
Facebook SHC	Followers	1,615	1,587	↓	N/A	N/A
Facebook Food Safety	Followers	179	175	↓	N/A	N/A
Instagram SNHD	Followers	5,530	6,244	↑	N/A	N/A
Instagram GetHealthyCC	Followers	336	465	↑	N/A	N/A
Instagram @Ez2stop	Followers	153	158	↑	N/A	N/A
X (Twitter) EZ2Stop	Followers	415	405	↓	N/A	N/A
X (Twitter) SNHDflu	Followers	1,742	1,714	↓	N/A	N/A
X (Twitter) Food Safety	Followers	102	100	↓	N/A	N/A
X (Twitter) SNHDinfo	Followers	9,964	9,817	↓	N/A	N/A
X (Twitter) TuSNHD	Followers	341	335	↓	N/A	N/A
X (Twitter) SoNVTraumaSyst	Followers	120	119	↓	N/A	N/A
Threads SNHD	Followers	999	1,044	↑	N/A	N/A
TikTok @Ez2stop	Views	48	53	↑	N/A	N/A
TikTok SNHD	Views	320	1,166	↑	N/A	N/A
YouTube SNHD	Views	186,689	295,300	↑	541,331	619,869

Note: Facebook, Instagram, Threads, Tiktok and X (Twitter) numbers are not cumulative.

Appendix B – Finance – Payroll Earnings Summary – August 29, 2026 to September 11, 2026

PAYROLL EARNINGS SUMMARY August 29, 2026 to September 11, 2026

	Pay Period	Calendar YTD	Fiscal YTD	Budget 2027	Actual to Budget	Incurred Pay Dates to Annual
PUBLIC HEALTH & PREVENTATIVE CARE	\$ 335,056.62	\$ 6,369,451.31	\$ 2,095,126.71	\$ 9,361,710.71	22%	
ENVIRONMENTAL HEALTH	\$ 688,395.55	\$ 13,020,974.67	\$ 4,250,694.01	\$ 17,445,202.98	24%	
COMMUNITY HEALTH	\$ 364,527.97	\$ 6,499,009.96	\$ 2,308,854.21	\$ 8,524,651.64	27%	
DISEASE SURVEILLANCE & CONTROL	\$ 354,755.01	\$ 6,674,319.55	\$ 2,213,462.28	\$ 9,705,921.95	23%	
FQHC	\$ 372,432.48	\$ 6,721,181.34	\$ 2,193,789.83	\$ 10,077,384.93	22%	
ADMINISTRATION W/O ICS-COVID	\$ 617,860.16	\$ 12,517,437.91	\$ 3,867,074.11	\$ 17,951,980.28	22%	
TOTAL	\$ 2,733,027.79	\$ 51,802,374.74	\$ 16,929,001.15	\$ 73,066,852.49	23%	23%

FTE 787

Regular Pay	\$ 2,148,951.96	\$ 41,675,221.62	\$ 13,775,402.26
Training	\$ 2,164.68	\$ 84,845.37	\$ 46,299.66
Final Payouts	\$ -	\$ 706,973.73	\$ 434,497.45
OT Pay	\$ 14,688.94	\$ 359,680.61	\$ 152,256.81
Leave Pay	\$ 537,286.79	\$ 7,815,658.23	\$ 2,293,171.46
Other Earnings	\$ 29,935.42	\$ 1,159,995.18	\$ 227,373.51
TOTAL	\$ 2,733,027.79	\$ 51,802,374.74	\$ 16,929,001.15

BI-WEEKLY OT/CTE BY DIVISION/DEPARTMENT August 29, 2026 to September 11, 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 Value</u>
Thede, Stacy		4.00	147.20	Duque, Armando	6.00 264.78
Arzate, Mario		4.00	143.30	Gonzales, Fabiana	12.00 465.95
Urena, Maite		4.00	143.30		
Maldonado, Julie		4.00	251.38		
Kuahiwinui-McGuire, Brandon		8.75	329.61		
Thompson, Christopher		4.00	139.68		
Murphy, Melissa		16.75	718.37		
Sanabria, Luis		8.00	271.84		
Ruelas-Villanueva, Francisco		1.00	52.60		
Herrera Ortiz, Maria		8.00	325.86		
De Lisle, Ricky		1.00	40.73		
Total Administration		63.50	2563.87		18.00 730.73

COMMUNITY HEALTH SERVICES					
<u>Employee</u>	<u>Project/Grant Charged to</u>	<u>Hours</u>	<u>Amount</u>	<u>Employee</u>	<u>Hours Value</u>
Thomas, Pamela		7.50	394.50	Alford, Camille	0.38 12.98
Sanchez Garcia, Julio	PHEPLB27	3.25	244.37	Anguiano, Cristina	0.75 20.37
Gomez, Karen		0.33	13.44		
Chaingan, Carlo		7.50	276.00		
Terriquez, Elizabeth		7.50	261.89		
Kendle, Taylor		7.00	257.60		
Total Community Health Services		33.08	1447.80		1.13 33.35

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>
Burquez-Ahuja, Lilia		0.50	24.98	Avalos, Mayra	1.13	56.64
Medina, Mirelly		2.00	92.51	Valdes-Ayala, Beatriz	0.38	11.72
				Servando, Maria Cristina	1.13	62.78
Total FQHC-Community Health Clinic		2.50	117.49		2.64	131.14

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>
Calderon, Aracely		1.33	85.86	Calderon, Aracely	-2.75	-118.35
Arquette, Jocelyn		1.00	83.33	Hodge, Victoria	1.50	58.24
Nagai, Sage		0.25	18.80	Espenilla, Marko Rugy	0.38	9.32
Corona, Samantha		2.50	161.39			
Total Public Health & Preventative Care		5.08	349.38		-0.87	-50.78

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		20.00	1582.82	Hemberger, Adriana	10.13	373.94
Navarrete, George (Larry)		0.75	59.36	Thompson, William B	4.13	187.01
Schamaun, Kris		2.00	110.74	Kuehn, Jennifer	8.63	352.41
Sheffer, Thanh		20.75	1482.84	Bieser, Nickolas	0.75	26.96
Piar, Diane		9.75	696.76	Castillo, Christopher Jay	4.50	157.80
Ortiz-Rivera, Vanessa		0.50	35.73	Edmonds, Alexis	3.00	107.83
Pontius, Kevin		7.00	500.24	Hall, Alyssa	0.75	26.30
Cummins, Veronica		0.50	31.42	Gonzalez, Kimberly	0.75	26.30
Wills, Jerry		5.00	298.66	Erickson, Sarah	1.88	65.93
Darang, Chase		1.50	85.11	Schuler, Emalee	3.00	97.51
Rakita, Daniel		11.50	636.76			
McCann, Alexandra	FDILL_25	2.00	110.74			
Michel, Guillermo		10.75	595.24			
Jones, Mallory		13.00	719.82			
Thein, Kelsey		1.25	69.21			
Craig, Jill		7.50	415.28			
Jufar, Lydia		0.25	13.48			
Ahmed, Maryam		6.50	350.46			
Hernandez, Lilian		4.00	195.01			
Herrera, Carlos		13.25	696.95			
Roberts, Jamie		0.75	39.45			
Nwaonumah, Nosa		3.25	170.95			
Hernandez, Abel		11.00	536.29			
Castro, Alexandra Mia		2.00	94.98			
He, Shuhan		0.30	13.88			
Total Environmental Health		155.05	9542.18		37.52	1421.99

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>
Montgomery, Joshua	HIVPRV26	5.75	432.34	Raman, Devin	4.14	218.43
Alvarez, Jeffrey	HIVPRV26	5.50	235.88			
Total Disease Surveillance & Control		11.25	668.22		4.14	218.43
Combined Total		270.46	14688.94		62.56	2484.86

Appendix C – Finance – Payroll Earnings Summary – September 12, 2026 to September 25, 2026

PAYROLL EARNINGS SUMMARY September 12, 2026 to September, 25 2026

	Pay Period	Calendar YTD	Fiscal YTD	Budget 2027	Actual to Budget	Incurred Pay Dates to Annual
PUBLIC HEALTH & PREVENTATIVE CARE	\$ 335,703.76	\$ 6,705,155.07	\$ 2,430,830.47	\$ 9,361,710.71	26%	
ENVIRONMENTAL HEALTH	\$ 692,321.50	\$ 13,717,711.09	\$ 4,947,430.43	\$ 17,445,202.98	28%	
COMMUNITY HEALTH	\$ 367,411.81	\$ 6,866,421.77	\$ 2,676,266.02	\$ 8,524,651.64	31%	
DISEASE SURVEILLANCE & CONTROL	\$ 353,876.08	\$ 7,028,195.63	\$ 2,567,338.36	\$ 9,705,921.95	26%	
FQHC	\$ 374,362.44	\$ 7,140,497.43	\$ 2,613,105.92	\$ 10,077,384.93	26%	
ADMINISTRATION W/O ICS-COVID	\$ 623,486.45	\$ 13,140,924.36	\$ 4,490,560.56	\$ 17,951,980.28	25%	
TOTAL	\$ 2,747,162.04	\$ 54,598,905.35	\$ 19,725,531.76	\$ 73,066,852.49	27%	27%

FTE 789

Regular Pay	\$ 2,406,165.01	\$ 44,092,223.62	\$ 16,192,404.26
Training	\$ 142.92	\$ 84,988.29	\$ 46,442.58
Final Payouts	\$ -	\$ 745,446.03	\$ 472,969.75
OT Pay	\$ 23,768.78	\$ 383,449.39	\$ 176,025.59
Leave Pay	\$ 280,678.88	\$ 8,096,337.11	\$ 2,573,850.34
Other Earnings	\$ 36,406.45	\$ 1,196,460.91	\$ 263,839.24

TOTAL **\$ 2,747,162.04** **\$ 54,598,905.35** **\$ 19,725,531.76**

BI-WEEKLY OT/CTE BY DIVISION/DEPARTMENT September 12, 2026 to September, 25 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>
Taitano, Kyomi		7.00	307.64	Gilliam, Tina	3.75	153.13
Thede, Stacy		8.00	294.40	Duque, Armando	3.00	132.39
Duque, Armando		1.00	66.20			
Urena, Maite		5.25	188.09			
Maldonado, Julie		3.00	188.53			
Ines, Heinrich		0.25	8.96			
Murphy, Melissa		11.00	471.77			
Sanabria, Luis		12.00	407.76			
Herrera Ortiz, Maria		17.50	712.84			
Barajas, Wendy		1.50	59.52			
Total Administration		66.50	2705.71		6.75	285.52

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		7.50	394.50	Anguiano, Cristina	3.00	81.47
Alford, Camille		0.50	25.62			
Chaingan, Carlo		7.50	276.00			
Terriquez, Elizabeth		7.50	261.89			
Kendle, Taylor		7.50	276.00			
Total Community Health Services		30.50	1234.01 ###		0.00 3.00	81.47

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	-56.39	Avalos, Mayra	0.75	37.60
Avalos, Mayra	FP_26 NO MILEA	0.75	56.39	Valdes-Ayala, Beatriz	0.76	23.44
Diaz, Michelle		0.50	23.13			
Medina, Mirelly		2.50	115.65			
Delarmente, Joannah	FP_26 NO MILEA	0.50	37.60			
Manaloto, Xcelza	FP_26 NO MILEA	0.50	37.60			
Alfaro, Stacey		1.00	37.67			
Baltazar, Josephine Grace		0.50	32.28			
Total FQHC-Community Health Clinic		5.50	283.93		1.51	61.03

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>
Maciel, Marisol	PPHS_26	1.00	55.37			
Corona, Samantha		2.00	129.11			
Total Public Health & Preventative Care		3.00	184.48		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		15.00	1187.11	Martucci, Graciela	2.63	125.30
Gish, Christine		10.00	553.70	Cavin, Erin	7.50	357.31
Daspit, Theresa		1.00	71.46	Johnson, Rabea	10.50	487.19
Schamaun, Kris		8.00	442.96	Valadez, Alexis	9.00	340.43
Billings, Jacob		3.50	276.99	Diaz-Ontiveros, Luz	2.25	85.11
Sheffer, Thanh		25.50	1822.28	Sripramong, Jacqueline	12.38	456.99
Piar, Diane		10.25	732.48	Charfauros, Adair	4.88	180.14
Lucas, Brianna		6.75	458.48	Ahmed, Maryam	5.63	202.37
Hemberger, Adriana		3.00	166.11	Hall, Alyssa	6.00	210.40
Moreno, Kristina		6.25	413.72	Wanene, Edna	3.00	107.83
Parangan, Christopher		5.75	390.56	Schuler, Emalee	4.88	158.61
Cummins, Veronica		3.50	219.95	Stewart, Richard	12.75	435.62
Wills, Jerry		13.00	776.50	David, Anessa	9.00	284.93
Blackard, Brittanie		7.00	418.12			
Darang, Chase		9.00	510.66			
Rakita, Daniel		18.25	1010.51			
McCann, Alexandra		5.50	304.54			
Michel, Guillermo		14.25	789.04			
Calzado, Neil		9.50	526.03			
Jones, Mallory		4.75	263.01			
Thein, Kelsey		4.25	235.33			
Najera, Luisa		5.25	290.70			
Craig, Jill		4.00	221.48			
Wade, Cynthia		1.25	69.21			
Edmonds, Alexis		1.00	53.92			
Hall, Alyssa		4.25	223.55			
Concepcion, Derrell Glen		3.50	184.10			
Hernandez, Lilian		10.00	499.67			
Herrera, Carlos		23.00	1209.80			
Roberts, Jamie		13.00	683.80			
Nwaonumah, Nosa		10.75	565.45			
Hernandez, Abel		13.50	658.18			
Rivera Perez, Alexia		8.00	390.03			
Thompson, Deshawn		2.00	105.20			
Castro, Alexandra Mia		3.00	142.46			
Villasenor, Eva		0.50	23.13			
Total Environmental Health		287.00	16890.22		90.40	3432.24

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	HIVPRV26	6.50	464.51			
Ewing, Tabitha	HIVPRV26	7.00	500.24			
Herrera, Reyna	HIVPRV26	5.50	364.07			
Eddleman, Tabby		0.50	33.10			
Washburn, Kacie	HIVPRV26	6.00	277.54			
Uddin, Jennifer	HIVPRV26	6.00	250.45			
Burgess, Glenn	HIVPRV26	5.00	291.22			
Baltazar, Josephine Gladys	HIVPRV26	5.50	289.30			
Total Disease Surveillance & Control		42.00	2470.43		0.00	0.00
Combined Total		434.50	23768.78		101.66	3860.26