MEMORANDUM



 Date:
 November 21, 2024
 Southern Nevada Health District

 To:
 Southern Nevada District Board of Health

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

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 Subject:
 Administration Division Monthly Report – October 2024

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Executive Summary

The Office of Communications worked on advertising materials for the Bridge Vaccine Confidence campaign, updated the branding plan for reaccreditation, and worked on articles for the Public Health Perspective newsletter. Staff was active on social media promoting the Strip Club (fentanyl and xylazine test strips), CredibleMind, World Mental Health Day, Breast Cancer Awareness Month, and many more. Staff participated in the Clark County Employee Health Fair and the Harry Reid Aviation Health Fair. Health Cards served 12,844 total clients, including 2,475 online renewals. As of October 31, 2024, the Health District had 825 active employees. Human Resources arranged 55 interviews, extended 13 job offers (three declined) and onboarded 12 new staff. There were seven terminations, two promotions, three flex-reclasses, no transfers and no demotions. Ten employment opportunities were posted. The first Manager's Conference was held, with 80 participants, consisting of three learning subjects (Abilities, Leadership Style, and Skills).

Office of Communications

News Releases Disseminated:

Health District observes National Latinx AIDS Awareness Day

Press:

- Substance use dashboard
- Test strips mail order program
- LVAC lifeguard plan
- Bed bugs
- Wastewater testing
- West Nile virus

Five hundred and eighteen news clips related to the Health District, local news coverage and national coverage of public health topics were compiled in October. Coverage includes traditional print, broadcast, digital and online media outlets. A complete list is available at <u>202410-Pl-</u> <u>Report.pdf</u>.

Advertisements, Projects Completed and Social Media Summary:

In October, staff worked on advertising materials and media placements for the Bridge Vaccine Confidence campaign. Team members updated the Health District branding plan in anticipation of the upcoming PHAB reaccreditation and worked on articles for the Public Health Perspective newsletter. They also provided product support for Health Equity and Environmental Health programs. Throughout the month, the Office of Communications responded to 145 public information email inquiries and addressed 103 internal project requests. These requests include graphic design, website content, advertising and marketing, outreach materials, and translation services. Staff updated the Health District websites including SNHD.info, SNHD.info/covid and GetHealthyClarkCounty.org.

On social media, staff focused on promoting the Strip Club (fentanyl and xylazine test strips), walk audits, Mpox vaccines, CredibleMind, Hispanic Heritage Month Health Equity Chats, DIS Day, Your Shot campaign, Safe Sleep, World Mental Health Day, HPV vaccine reminders, Latinx AIDs Awareness Day, Get Healthy blog, Breast Cancer Awareness Month, Mpox update videos, Flu and COVID vaccines, National Health Education Week, National Lead Poisoning Prevention Week, Nevada Day, free COVID-19 Tests, Perspective articles, pop-up produce stands, Halloween safety, and Health District Spirit Week.

Community Outreach and Other:

Staff coordinated program participation for the Clark County Employee Health Fair and the Harry Reid Aviation Health Fair, organized radio interviews to bring awareness and promote Health District programs and participated in the Springs Preserve Haunted Harvest community event.

• Department of Welfare & Supportive Services Medicaid/Supplemental Nutrition Assistance Program applications: 240

Meetings and Events of Note:

- October 04: Feria Binational Meeting
- October 10: Media Training
- October 10: Final Summary Meeting UNLV/SNHD Partnerships CME and Project ECHO

- October 15: Legislative Update meeting
- October 16: National Public Health Information Coalition/CDC Monthly Communication call
- October 17: National Public Health Association Advocacy and Policy Committee
- October 17: Haunted Harvest set-up
- October 17, 18,19 and 20: Participate in Haunted Harvest/Springs Preserve
- October 30: Flyer Distribution to REACH (Bridge Grant)
- October 23: SNHD LV Grand Prix Planning Meeting
- October 29: Office of Rep. Susie Lee Staff Visit

Please see Appendix A for the following:

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

Contracts Administration

Period of Performance	Requests Received	Requests w/Expectations of Expedited Completion	% of Expedited Requests Received	Requests Processed
October 1-31, 2024	44	23	52%	32

Facilities

Monthly Work Orders	Oct 2023	Oct 2024		YTD FY24	YTD FY25	
Maintenance Responses	180	525	^	796	1,392	^
Electrical Work Orders	12	40	^	35	123	^
HVAC Work Orders	21	39	1	110	122	^
Plumbing Work Orders	15	33	1	30	84	^
Preventive Maintenance	30	35	1	88	138	$\mathbf{\uparrow}$
Security Responses	2,311	2,463	^	7,092	10,454	^

Current Projects

Decatur Location

- Installed overhead PA system, counters, and wall protection in Behavioral Health Clinic
- Installed new award display cases in main lobby
- Began construction on front lobby reception desk

SNPHL Location

• Installed ADA compliant automatic doors

Finance

Total Monthly Work Orders by Department	Oct 2023	Oct 2024		YTD FY24	YTD FY25	
Purchase Orders Issued	486	594	1	2,127	2,359	$\mathbf{\Lambda}$
Grants Pending – Pre-Award	3	2	$\mathbf{+}$	16	11	$\mathbf{\Lambda}$
Grants in Progress – Post-Award	10	10	=	42	43	$\mathbf{\uparrow}$

* 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 Awarded	– Octobe	r 2024					
KEY: P=Pass-thro	ugh, F=Fed	eral, S=State,	O=Other				
Project Name	Grantor	Received	Start Date	End Date	Amount	Reason	FTE
State of Nevada, HIV Prevention and Surveillance Program, Year 1 of 5 (hivsrv25)	P-CDC	10/2/2024	8/1/2024	5/31/2025	\$206,339	New effort	1.65
State of Nevada, Family Planning, Year 2 of 2 (fpnv_25)	State	10/3/2024	7/1/2024	6/30/205	\$400,500	FY2025 renewal	2.70
State of Nevada, Bureau of Behavioral Health Wellness and Prevention, Fatal Drug Overdoses Report Project, Year 1 of 4 (sudors25)	P-CDC	10/7/2024	9/1/2024	8/31/2025	\$254,255	New effort	2.00
State of Nevada, Immunization Program, Year 2 of 6 (imm_25)	P-CDC	10/8/2024	7/1/2024	6/30/2025	\$713,621	FY2025 renewal	5.37
Board of Regents, NSHE, obo University of Nevada, Las Vegas, Nevada Childhood Lead Poisoning Prevention Program, Amendment #3 (nclpp_22)	P-CDC	10/9/2024	9/30/2021	9/29/2025	\$50,000	FY2025 renewal	0.28
State of Nevada, Immunization Supplemental	P-CDC	10/18/2024	10/1/2024	6/0/2025	\$203,031	New effort	2.50

Grants Awarded	Grants Awarded – October 2024											
KEY: P=Pass-thro	KEY: P=Pass-through, F=Federal, S=State, O=Other											
Project Name	Grantor	Received	Start Date	End Date	Amount	Reason	FTE					
Program (immhee25)												
State of Nevada, Office of HIV, Ending the HIV Epidemic Program, Year 1 of 5 (nvehe_25)	P-CDC	10/22/2024	8/1/2024	5/31/2025	\$1,780,413	New effort	8.22					
State of Nevada, Office of State Epidemiology, AMD round 2 (elc2am25)	P-CDC	10/24/2024	8/1/2024	7/31/2027	\$489,587	New effort	3.45					

Contracts Awarded – October 2024										
KEY: P=Pass-t	hrough, F=Fe	deral, S=State	e, O=Other							
Project Name	Grantor	Received	Start Date	End Date	Amount	Reason	FTE			
City of North Las Vegas, Lab Expansion, Amendment #1 (lbxnlv23)	ILA	10/28/2024	11/1/2022	6/30/2026	\$-	Extended end date	0.00			

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 October, we averaged 80 "passing and paying" online renewal clients per day, with a total of 2,475 clients renewing online.

CLIENTS SERVED	Oct 2024	Sept 2024	Aug 2024	July 2024	June 2024	May 2024
FH Cards – New	6,946	5,933	6,340	6,740	6,836	7,409
FH Cards – Renewals	963	829	930	986	970	1,069
FH Cards – Online Renewals	2,475	2,671	2,826	2,507	2,312	2,371
Duplicates	569	487	583	538	503	612
CFSM (Manager) Cards	247	225	251	252	279	253
Re-Tests	1,519	1,271	1,450	1,649	1,568	1,685
Body Art Cards	125	42	115	127	97	107
TOTALS	12,844	11,458	12,495	12,799	12,565	13,506

Human Resources (HR)

Employment/Recruitment:

- 0 New job title for October
- 825 active employees as of October 31, 2024
- 12 New Hires, including 0 rehires and 1 reinstatement
- 7 Terminations, including 1 retirement
- 2 Promotions, 3 Flex-reclasses
- 0 Transfers, 0 Lateral Transfers
- 0 Demotions
- 36 Annual Increases
- 55 Interviews
- 16 Offers extended (3 offers declined)
- 10 Recruitments posted
- Turn Over Rates
 - Administration: 0.00%
 - o Community Health: 0.96%
 - Disease Surveillance & Control: 1.19%
 - Environmental Health: 1.00%
 - Public Health & Preventive Care: 0.37%
 - o FQHC: 1.13%

Temporary Employees

- 27 Temporary Staff
- 1 New Agency Temporary Staff Member (Express)
- 0 Agency Temporary Staff Members assignment ended

Employee/Labor Relations

- 2 Coaching and Counseling, 2 Verbal Warnings, 0 Written Warnings, 0 Suspensions, 0 Final Written Warnings, 1 Termination, 1 Probationary Release
- 2 Grievances
- 2 Arbitrations
- 50 Hours of Labor Meetings (with Union)
- 60 hours investigatory meetings

- 5 Investigations
- 11 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 38 interns and 1,140 applied public health practice hours in October 2024.

Interns and Clinical Rotations	Oct 2024	YTD
Total Number of Interns ¹	38	92
Internship Hours ²	1,140	2,814

¹Total number of students, residents, and fellows

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

<u>Safety</u>

- Inquiries 62
- Investigations 2
- Safety Publications 4
- Trainings 2

Training (In-Person and Online)

- Leadership Development Program Cohort Meeting 6 participants
- Manager's Conference 80 participants

*The Spanish version of SNHDs online Diabetes Prevention program was updated and is currently available at <u>Recursos locales para la diabetes - Viva Saludable</u>.

New Hire Orientation

- October 7, 2024 1 New Hire
- October 14, 2024 6 New Hires
- October 28, 2024 5 New Hires

Information Technology (IT)

Service Requests	Oct 2023	Oct 2024		YTD FY24	YTD FY25	
Service Requests Completed	1,072	1,080	1	4,502	4,370	\downarrow
Service Requests Opened	1,207	1,205	\rightarrow	5,037	4,840	\downarrow
Information Services System Availability 24/7	Oct 2023	Oct 2024		YTD FY24	YTD FY25	
Total System	97.91	97.59	\checkmark	98.15	96.94	$\mathbf{+}$
*Total Monthly Work Orders by Department	Oct 2023	Oct 2024		YTD FY24	YTD FY25	
Administration	301	312		1,094	1,178	

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Community Health	108	104		467	447	$ \downarrow$
Environmental Health	199	196	ł	835	777	$ \downarrow $
**Primary & Preventive Care	257	176	$\mathbf{+}$	1,054	992	$ \downarrow$
**Disease Surveillance & Control	200	152	$\mathbf{+}$	575	541	$ \downarrow$
**FQHC	148	220	$\mathbf{\Lambda}$	813	823	1
Other	19	27	↑	62	63	1
	Oct	Oct		YTD	YTD	
First Call Resolution & Lock-Out Calls	2023	2024		FY24	FY25	
Total number of calls received	1,207	1,205	$\mathbf{+}$	4,321	4,940	

Workforce Team – Public Health Infrastructure Grant (PHIG)

Workforce Team

- Workforce engagements:
 - Participated in the Strategic Planning/Objective Development session in October 2024.
- Participated in the Monthly CDC Project Officer meeting.
- Participated in the Monthly ASTHO Workforce Planning and Assessment Group pop-up session: Information for this session included: Announcements.
- PHAP Update: PHAP website.
- WA King County Public Health Summer Camp (pathway/pipeline program) Presentation Shayla Holcomb, Nursing Quality & Practice-Partnership Manager. Greg Wilson, Program Manager with Environmental Health Division. Alle Glover, Public Health Camp Intern. Maegan Chua, Public Health Camp Intern. José Reyes MSN, RN, UW DNP-PHSL.
- THE (The Human Experience) Public Health Camp 2024 August 5-9th, 2024
 - THE Public Health Camp is an innovative career exploration experience for young people in King County, WA. This initiative was designed by the Education Engagement Strategy Troupe at Public Health – Seattle & King County to engage and educate the community about public health practices.
- Participated in the PHIG Local Workforce Directors Peer Network hosted by Big Cities Health Coalition on the subject of Building the Next Generation of Diverse Public Health Leaders and Professionals provided by Health Career Connections.
- Participated in the Evolution of the Community Health Worker Hub within Public Health presentation hosted by the Public Health Institute with presentations by Riverside Public Health organization.

CDC Requirements

• During the Region 9 Hub meeting in September, created a PHIG successes video. Video tagged to social media identifying SNHD and the Double Up Food Bucks program as a PHIG success.

Non-Competing Continuations Application Process – A2 (Foundational Capabilities) Budget Period (BP) 3

• Remain vigilant for the release of the Notice of Award for the NCC Application for year three (3) funding for A2 (Foundational Capabilities).

Performance Management

- Guided Strategic Plan Priorities through working groups and leaders.
 - Provided feedback on over 50 activities and objectives to leaders and teams submitting their word for Strategic Priorities to begin in January 2025.
- Set up and expended 10 staff hours populating VMSG Dashboard with new objectives and activities for the next 5 years. 20 more hours on this phase of the project is anticipated.
- Began planning for Strategic Objectives review with the PM/QI Team (Performance Management / Quality Improvement).
- 9 hours staff time invested in PHF virtual conference.
 - New Performance Management toolkit has multiple resources to aid in measuring and building effectiveness of this "young" program.
- Invested 7 staff hours to acquire Mental Health First Aid certification. PM work happens across SNHD and its locations. Being aware of challenges and interventions for the well-being of staff and patients is an important resource and part of preparedness.

Quality Improvement

- Started planning for training and enablement of the third division, thus far, (Disease Surveillance & Control) for QI infrastructure, support, and growth.
- Upgraded stock training materials based on feedback from the last 200 trainees as part of Continuous Quality Improvement in the QI.
- Completed first 3 stages of PDSA for the Behavioral Health Access to Care project. The storyboard will be completed and published in November 2024.

PHAB Reaccreditation

- Continuing quarterly meetings with contributors.
- Shifting more submission responsibility to Health Equity team to align expertise with PHAB requirements.
- Spent 8 hours staff time to attend PHAB documentation workshop and repackaging and disseminating information to contributors.
 - Planning office hours in November and again in January 2025.
- Invested 12 staff hours in Workforce Development webinars and resources.
- Connected NVDPBH staff to SNHD staff regarding State Accreditation. The work of the state will ultimately benefit SNHD while increasing collaboration between agencies.

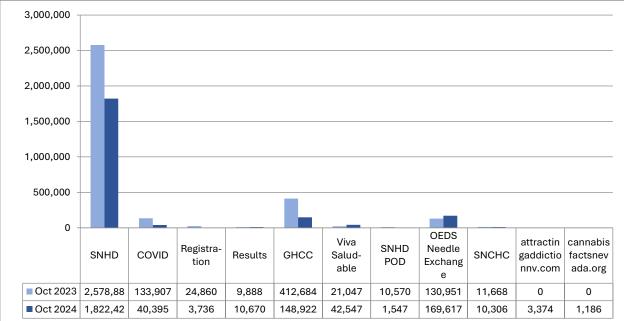
<u>PHIG</u>

- Spent 5 staff hours building relationships with 2 mentees in other PHIG funded agencies for cross functional learning.
 - Benefit to SNHD is the growth of insight regarding Lean Six Sigma Black Belt certification and methodology to upgrade QI systems.
- 4 staff hours spent on maintenance of budgets, reporting, and outcomes related to the grant and QI/Accreditation.

Appendix A – Office of Communications

Media, Collateral and Community Outreach	Oct	Oct		YTD	YTD	
Services:	2023	2024		FY24	FY25	
Media – Digital/Print Articles	30	34	$\mathbf{+}$	183	198	1
Media - Broadcast stories	77	90	1	471	565	1
Collateral - Advertising/Marketing Products	45	24	1	93	184	1
Community Outreach - Total Volunteers ¹	10	12				<u> </u>
Community Outreach - Volunteer Hours	620	864	1	2,654	2,766	1
¹ Total valuateer numbers fluctuate from menth to menth and are not		•	•			

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



Monthly Website Page Views:

*Tracking page visits for attractingaddictionnv.com and cannabisfactsnevada.org websites.

Social Media Services		Oct 2023	Oct 2024		YTD FY24	YTD FY25
Facebook SNHD	Followers	13,323	13,493	↑	N/A	N/A
Facebook GHCC	Followers	6,146	6,114	¢	N/A	N/A
Facebook SHC	Followers	1,711	1,641	¢	N/A	N/A
Facebook THNK/UseCondomSense	Followers	5,377	5,261	→	N/A	N/A
Facebook Food Safety	Followers	121	171	$\mathbf{\uparrow}$	N/A	N/A
Instagram SNHD	Followers	4,349	4,888	\mathbf{A}	N/A	N/A
Instagram Food Safety	Followers	527	526	¢	N/A	N/A
Instagram GetHealthyCC	Followers	113	229	$\mathbf{\uparrow}$	N/A	N/A
*Instagram @Ez2stop	Followers	0	151	$\mathbf{\uparrow}$	N/A	N/A
X (Twitter) EZ2Stop	Followers	433	429	\leftarrow	N/A	N/A
X (Twitter) SNHDflu	Followers	1,851	1,826	¢	N/A	N/A
X (Twitter) Food Safety	Followers	99	104	\mathbf{A}	N/A	N/A
X (Twitter) SNHDinfo	Followers	10,385	10,306	\mathbf{A}	N/A	N/A
X (Twitter) TuSNHD	Followers	344	347	$\mathbf{\uparrow}$	N/A	N/A

						1 460 11 01 20
Social Media Services		Oct 2023	Oct 2024		YTD FY24	YTD FY25
X (Twitter) THNK/ UseCondomSense	Followers	690	678	1	N/A	N/A
X (Twitter) SoNVTraumaSyst	Followers	128	124	ł	N/A	N/A
Threads SNHD	Followers	536	914	1	N/A	N/A
*TikTok @Ez2stop	Views	0	25	$\mathbf{\Lambda}$	N/A	N/A
**TikTok SNHD	Views	0	28	$\mathbf{\Lambda}$	N/A	N/A
YouTube SNHD	Views	206,648	212,680	$\mathbf{\Lambda}$	790,845	840,894
YouTube THNK /	Views	270	222		1 0 1 0	1.042
UseCondomSense		278	332	1	1,012	1,043
Note: Facebook, Instagram and X (Twitter		mulative.				

*Ez2stop syphilis campaign added to TikTok and Instagram. **SNHD added to TikTok in September 2024

Appendix B – Finance – Payroll Earnings Summary – September 14, 2024 to September 27, 2024

PAYROLL EARNINGS SUMMARY September 14, 2024 to September 27, 2024

		Pay Period	C	Calendar YTD		Fiscal YTD		Budget 2025	Actual to Budget	Incurred Pay Dates to Annual
PUBLIC HEALTH & PREVENTATIVE CARE	\$	325,789,10	\$	6,254,794.84	\$	2,306,342,15	\$	8,752,968.00	26%	
ENVIRONMENTAL HEALTH	\$		\$	12,302,917.85	\$	4,436,814.92	\$	16,165,526.00	27%	
COMMUNITY HEALTH	\$	301,512.61		6,279,179.27	\$	2,100,305.48		8,845,899.00	24%	
DISEASE SURVIELLANCE & CONTROL	\$	372,860.90		7,664,601.00	\$	2,591,115.03		9,652,903.00	27%	
FOHC	\$	344,292.98	\$	6,574,363.87	\$	2,376,626.41		9,532,374.00	25%	
ADMINISTRATION W/O ICS-COVID	\$	589,903.29	\$	10,969,723.73	\$	4,152,063.09			28%	
ICS-COVID General Fund			\$	-	\$	-	\$	14,907,050.00	0%	
ICS-COVID Grant Fund	\$	-	\$	-	\$	-				
TOTAL	\$	2,573,631.46	\$	50,045,580.56	\$	17,963,267.08	\$	67,856,720.00	26%	27%
FTE Regular Pay	\$	817 2,225,926.00	\$	40.912.883.23	\$	14,989,847.34				
Training	\$	9,555.27	\$	137,419.00	\$	51,061.82				
Final Payouts	\$	-	\$	422,841.42	\$	72,091.91				
OT Pay	\$	22,325.05	\$	368,982.92	\$	158,301.58				
Leave Pay	\$	275,790.74	\$	7,122,243.78	\$	2,259,890.15				
Other Earnings	\$	40,034.40	\$	1,081,210.21	\$	432,074.28				
TOTAL	\$	2,573,631.46	\$	50,045,580.56	\$	17,963,267.08				
	<u>BI-W</u>	EEKLY OT/O	CTI	E BY DIVISIO	N/I	DEPARTMEN	T			
		September 1	4, 2	2024 to Septem	bei	27, 2024				
Overtime Hours and Amounts						Con	np ′	Time Hours Ea	rned and Value	

ADMINISTRATION Project/Grant Employee Employee **Hours** Amount Hours Value Charged to Cardona, Anthony (Tony) 10.00 465.13 19.50 760.50 Duque, Armando Munford, Elizabeth 2.50 128.86 Cunnington-Morrison, Corey 15.00 489.65 3.00 154.63 Ubando, Marjorie Galaviz, Monica 0.75 49.89 Tran, Amy 15.50 931.43 Thede, Stacy 0.50 16.25 Masters, Christopher 16.25 528.21 Brown, Dominique 5.00 158.15 Chacon, Yury 4.50 139.11 Murphy, Melissa 8.00 303.34 Marquez Anthony 5.00 150.19 1250.15 71.00 3025.19 34.50 Total Administration

COMMUNITY HEALTH SERVICES

Project/Crant

Employee	Charged to	<u>Hours</u>	<u>Amount</u>	Employee	<u>Hours</u>	Value
				Barry, Nancy	1.13	38.66
Total Community Health Services		0.00	0.00		1.13	38.66

		Que com	MUNITY HEAL			
Employee	Project/Grant Charged to	Hours	Amount	Employee	Hours	Value
Anderson, Renita	Charged to	0.25	11.05	Avalos, Mayra	0.38	16.63
Manaloto, Xcelza	FP_24	0.25	17.06	Diaz, Michelle	2.00	56.02
Bingham, Julie	FP_24	0.25	17.06			
Total FQHC-Community Health Clinic		0.75	45.17		2.38	72.65
	р	UBLIC HEAD	LTH & PREVE	NTIVE CARE		
Employee	Project/Grant Charged to	<u>Hours</u>	Amount	Employee	Hours	Value
Hamilton, Isabel		0.25	14.25			
Maciel, Marisol	IMMEQ_22	6.50	326.24			
Enzenauer, Lizette	IMMEQ_22	47.50	2641.14			
Robles, Cynthia	-	7.50	367.23			
Robles, Cynthia	IMMEQ_22	14.25	697.75			
Salomon, Vicki	-	1.50	69.77			
Arquette, Jocelyn		2.00	147.35			
Johnson, Jessica L	IMMVFC25	1.00	69.99			
Contreras, Alondra		0.25	18.42			
Drew, Rebecca	IMMBR 24	7.00	272.00			
Gomez, Karen	_	3.00	102.77			
Luong, Stephen	IMMEQ_22	7.00	477.80			
Nagai, Sage	IMMEQ 22	3.50	232.83			
Wong, Michelle	IMMEQ 22	12.25	774.55			
Sparlin, Autum	IMMEQ_22	5.00	358.80			
lefferson, Markia	IMMEQ_22	6.50	294.99			
Zavala, Isaac	IMMEQ_22	13.75	847.27			
Hernandez, Edith	-	3.00	102.77			
Hughes, DeAngelo		6.00	195.04			
Espenilla Marko Rugy		8.25	247.81			
Fisher-Armstrong Gimmeko		4.00	168.04			
Landini Karleena		4.00	296.55			
Total Public Health & Preventative Care		164.00	8723.36		0.00	0.00
	I	DISEASE SU	RVEILLANCE	& CONTROL		
Employee	Project/Grant Charged to	Hours	Amount	Employee	Hours	Value
Herrera, Reyna	charged to	2.00	117	Raman, Devin	2.63	128.92
McIntyre, Eric		0.50	30.05		2.00	220.01
Total Disease Surveillance & Control		2.50	147.05		2.63	128.92
Combined Total		424.37	22325.05		168.88	5665.4

FQHC-COMMUNITY HEALTH CLINIC

Employee	Project/Grant Charged to	Hours	Amount	Employee	Hours	Value
Bober, Belinda		4.00	294.68	Brounstein, Jodi	1.50	66.52
O'Malley, Erin		4.00	186.04	Cavin, Erin	3.00	133.05
Kurtti, Donna		1.00	51.54	Sharif, Rabea	3.00	123.24
Navarrete, George (Larry)		0.50	36.84	Thompson, William B	5.25	210.32
Billings, Jacob		2.25	161.46	Smith, Jess	4.50	171.06
Cohen, Valerie		1.00	71.76	Sanders, Jennifer	5.63	193.29
Robinson, Gary		6.00	399.14	Valadez, Alexis	7.13	238.40
Sheffer, Thanh		24.00	1554.9	Diaz-Ontiveros, Luz	2.63	87.83
Piar, Diane		4.75	307.74	McCann, Alexandra	6.00	195.86
Lett, Kendra		12.50	790.34	Calzado, Neil	7.50	244.82
Ortiz-Rivera, Vanessa		6.25	395.17	Jones, Mallory	7.13	232.58
Lucas, Brianna		7.25	435.66	Sripramong, Jacqueline	5.25	171.38
Parangan, Christopher	FDILL_24	4.00	240.37	Charfauros, Adair	8.63	281.55
Walton, Shaunte		1.50	81.33	Bieser, Nickolas	3.00	88.41
Kaplan, Kristopher		7.50	417.02	Galvez, Alexus	13.50	429.37
Park, James		12.75	708.93	Hall, Alyssa	2.63	77.36
Cummins, Veronica		11.75	653.34	Decicco, Natalya	6.00	176.82
Choi, Jessica		5.50	283.49	Weber, Lauren	4.88	143.67
Darang, Chase		1.50	75.29	Erickson, Sarah	10.88	320.49
Valadez, Alexis		-15.01	-753.11	Hernandez, Lilian	8.25	243.13
Valadez, Alexis	FDILL_24	5.63	282.32	Ryan, Erica	1.88	55.26
Rakita, Daniel		2.50	122.41	Herrera, Carlos	3.38	96.88
Diaz-Ontiveros, Luz		3.25	163.12	Jones, Jalen	4.50	129.18
Michel, Guillermo		6.00	293.78	Roberts, Jamie	0.38	10.76
Jones, Mallory		10.75	526.37	Nwaonumah, Nosa	0.75	21.53
Thein, Kelsey		6.00	293.79	Wright, Mercer	0.75	21.53
Brown, Tevin		6.00	293.79	Hernandez, Abel	0.38	10.76
Najera, Luisa		6.00	293.79			
Craig, Jill		0.75	36.72			
Wade, Cynthia		2.75	134.65			
Riehle, Joshua		0.25	12.24			
Ross, Alyssa		0.50	22.69			
Ahmed, Maryam		8.75	397.1			
Bidinger, Joy		5.00	238.54			
Ballard, Jessica	PH1EH_23	0.50	22.1			
Bieser, Nickolas		-0.50	-22.1			
Galvez, Alexus		11.75	560.55			
Decicco, Natalya		3.50	154.72			
Grave De Peralta, Jelena	PH1EH_23	0.50	22.1			
Thompson Deshawn	_	3.25	143.67			
Total Environmental Health		186.12	10384.28		128.25	4175.05

ENVIRONMENTAL HEALTH

Appendix C – Finance – Payroll Earnings Summary – September 27, 2024 to October 11, 2024

September 28, 2024 to October 11, 2024 Incurred Actual to Budget Pay Dates to Pay Period Calendar YTD Fiscal YTD Budget 2025 Annual 331,457.81 \$ 6,586,252.65 \$ 2,637,799.96 \$ 8,752,968.00 PUBLIC HEALTH & PREVENTATIVE CARE \$ 30% ENVIRONMENTAL HEALTH 638,960.58 \$ 12,941,878.43 \$ 5,075,775.50 \$ 16,165,526.00 31% \$ COMMUNITY HEALTH 297,667.90 \$ 6,576,847.17 \$ 2,397,973.38 \$ 8,845,899.00 27% \$ DISEASE SURVIELLANCE & CONTROL 374,213.61 \$ 8,042,303.87 \$ 2,968,817.90 \$ 31% 9,652,903.00 \$ FOHC 353 576 82 \$ 6 927 940 69 \$ 2,730,203.23 \$ 9,532,374.00 29% \$ ADMINISTRATION W/O ICS-COVID 583,771.45 \$ 11,553,495.18 \$ 4,735,834.54 \$ 14,907,050.00 32% \$ ICS-COVID General Fund \$ 0% \$ ICS-COVID Grant Fund \$ TOTAL \$ 2,579,648.17 \$ 52,628,717.99 \$ 20,546,404.51 \$ 67,856,720.00 30% 31% FTE 818 Regular Pay \$ 2,302,262.39 \$ 43,217,666.16 \$ 17,294,630.27 1,799.59 \$ 139,218.59 \$ 52,861.41 Training \$ Final Payouts \$ 121.39 \$ 423,931.53 \$ 73,182.02 30,570.73 \$ 399,553.65 \$ 188.872.31 OT Pav \$ 220,558.63 \$ 7,342,802.41 \$ Leave Pay 2,480,448,78 \$ Other Earnings \$ 24,335.44 \$ 1,105,545.65 \$ 456,409.72 TOTAL \$ 2,579,648.17 \$ 52,628,717.99 \$ 20,546,404.51

PAYROLL EARNINGS SUMMARY

BI-WEEKLY OT/CTE BY DIVISION/DEPARTMENT September 28, 2024 to October 11, 2024

ADMINISTRATION

Overtime Hours and Amounts

Comp Time Hours Earned and Value

	ADMINISTRATION										
Employee	<u>Project/Grant</u> Charged to	Hours	Amount	Employee	Hours	Value					
Cardona, Anthony (Tony)		7.50	348.85	Price, Keri	15.00	515.44					
Price, Keri		10.00	515.44	Cunnington-Morrison, Corey	15.00	489.65					
Viote, Jorge		4.00	266.09								
Silva-Minnich, Rosanna		4.00	252.91								
Galaviz, Monica		1.75	116.41								
Thede, Stacy		12.50	406.31								
Masters, Christopher		1.00	32.51								
Arzate, Mario		2.00	63.26								
Ines, Heinrich		18.50	585.13								
Wright, Michael		7.00	379.52								
Total Administration		68.25	2966.43		30.00	1005.08					

COMMUNITY HEALTH SERVICES

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

FQHC-COMMUNITY HEALTH CLINIC									
Employee	<u>Project/Grant</u> <u>Charged to</u>	Hours	Amount	Employee	<u>Hours</u>	Value			
Diaz, Michelle		0.25	10.50						
Orea-Valencia, Mirelly		0.75	30.68						
Anderson, Renita		0.75	33.15						
Bingham, Julie	IMMEQ_22	3.50	238.90						
Henriquez, Sergio	IMMEQ_22	6.00	221.58						
Total FQHC-Community Health Clinic	_	11.25	534.81		0.00	0.00			

FOHC COMMUNITY HEAT TH CLINIC

PUBLIC HEALTH & PREVENTIVE CARE

Employee	<u>Project/Grant</u> <u>Charged to</u>	Hours	Amount	Employee	Hours	Value
Maciel, Marisol	IMMEQ_22	10.00	501.92	Sprance-Grogan, Carolyn	0.38	14.25
Enzenauer, Lizette	IMMEQ_22	25.50	1417.86	Arquette, Jocelyn	0.38	18.42
Robles, Cynthia		12.00	587.58	Contreras, Alondra	12.75	626.20
Robles, Cynthia	IMMEQ_22	26.01	1273.33	Carcamo, Monica	12.00	353.64
McTier, Chika		8.50	594.94			
Luong, Stephen	IMMEQ_22	12.50	853.23			
Wong, Michelle	IMMEQ_22	9.75	616.47			
Delgado, Diana	STD_24	0.75	51.19			
Sparlin, Autum		3.50	251.16			
Sparlin, Autum	IMMEQ_22	21.25	1524.90			
Sparlin, Autum	GSSHC_25	2.50	179.40			
Zavala, Isaac	IMMEQ_22	6.75	415.94			
Hernandez, Edith		15.00	513.85			
Miranda, Consuelo		6.00	185.48			
Fisher-Armstrong, Gimmeko		19.00	798.16			
Landini, Karleena		0.50	37.06			
Total Primary & Preventative Care	-	179.51	9802.47		25.50	1012.51

DISEASE SURVEILLANCE & CONTROL Project/Grant

Employee	<u>Project/Grant</u> Charged to	Hours	Amount	Employee	Hours	Value
Shingu, Michele	HIVPRV25	12.50	809.84	Shingu, Michele	18.75	809.84
Johnson, Monique	HIVPRV25	5.00	300.46			
O'Connor, Kelli	HIVPRV25	12.50	790.35			
Radeloff, Cheryl	HIVPRV25	2.50	184.18			
Montgomery, Joshua	HIVPRV25	12.00	758.73			
Castro, Janet	HIVPRV25	12.00	602.28			
Flournoy, Tiffany	ODTAA_25	7.00	420.64			
Hamilton, Samantha	ODTAA_25	5.50	225.01			
Martinez Sainz, Jose (Cassandra)	HIVPRV25	6.00	265.23			
Valencia, Marissa	HIVPRV25	6.50	343.31			
Burgess, Glenn	HIVPRV25	6.00	286.24			
Baltazar, Josephine	HIVPRV25	3.00	132.62			
Total Disease Surveillance & Control	-	90.50	5118.89		18.75	809.84
Combined Total	_	568.63	30570.73		196.88	6939.32

	D :	LIVIN		LALIII		
Employee	Project/Grant Charged to	<u>Hours</u>	Amount	Employee	Hours	Value
Brounstein, Jodi		1.00	66.52	Brounstein, Jodi	1.88	83.15
Kaderlik, Patricia		4.50	299.35	Robinson, Gary	3.25	144.13
Bober, Belinda		3.00	221.01	Whiting-Green, Willandra	7.13	292.69
Taylor, George		7.75	515.55	Sharif, Rabea	9.00	369.72
Daspit, Theresa		1.50	99.78	Ramakrishnan, Veena	3.00	120.18
Billings, Jacob		5.75	412.62	Thompson, William B	4.88	195.30
Diaz, Nathan		-1.38	-91.80	Smith, Jess	0.75	28.51
Sheffer, Thanh		19.50	1263.35	McCann, Alexandra	9.00	293.79
Whiting-Green, Willandra		2.25	138.64	Sabandith, Vetahya	7.50	244.82
Lett, Kendra		10.50	663.89	Wells, Jordan	0.50	16.32
Ortiz-Rivera, Vanessa		6.25	395.17	Sripramong, Jacqueline	22.13	722.23
Pontius, Kevin		6.00	379.37	Ahmed, Maryam	12.00	363.07
Lucas, Brianna		8.50	510.78	Galvez, Alexus	9.00	286.24
Ramakrishnan, Veena		2.00	120.18	Hall, Alyssa	10.13	298.39
McGahen, Ryan		1.50	90.14	Vinh, Jonathan	5.25	154.72
Parangan, Christopher		5.50	330.50	Weber, Lauren	3.75	110.51
Kaplan, Kristopher		14.00	778.43	Erickson, Sarah	0.75	22.10
Park, James		7.00	389.22	Herrera, Carlos	3.00	86.12
Cummins, Veronica		6.75	375.31	Jones, Jalen	2.25	64.59
Martens, Gary		0.50	27.11	Roberts, Jamie	1.88	53.82
Reyes, Abegail		14.00	721.61	Nwaonumah, Nosa	3.00	86.12
Darang, Chase		1.50	75.29	Wright, Mercer	2.25	64.59
Valadez, Alexis		6.25	313.69	Hernandez, Abel	0.38	10.76
Rakita, Daniel		19.75	967.06			
Jones, Mallory		6.00	293.79			
Thein, Kelsey		3.75	183.62			
Brown, Tevin		10.50	514.13			
Najera, Luisa		1.75	85.69			
Craig, Jill		4.50	220.34			
Wade, Cynthia		5.50	269.31			
Jufar, Lydia		3.75	183.62			
Ross, Alyssa		2.50	113.46			
Ahmed, Maryam		10.00	453.83			
Galvez, Alexus		5.00	238.53			
Hall, Alyssa		6.75	298.39			
Gonzalez, Kimberly		1.00	44.21			
Roberts, Jamie		1.00	53.82			
Thompson, Deshawn		3.00	132.62			
mompson, Desnawn		5.00	132.02			
Total Environmental Health	-	219.12	12148.13		122.63	4111.88

ENVIRONMENTAL HEALTH

Appendix D – Finance – Payroll Earnings Summary – October 12, 2024 to October 25, 2024

PAYROLL EARNINGS SUMMARY

	Pay Period	(Calendar YTD	Fiscal YTD		Budget 2025	Actual to Budget	Incurred Pay Dates to Annual
PUBLIC HEALTH & PREVENTATIVE CARE	\$ 337,211.99	\$	6,971,833.81	\$ 3.023.381.12	\$	8,752,968.00	35%	
ENVIRONMENTAL HEALTH	\$	\$	13,697,802.86	\$ 5.831.699.93	\$	16,165,526.00	36%	
COMMUNITY HEALTH	\$ 300,196,40	\$	6,929,157.33	\$ 2,750,283.54	\$	8,845,899.00	31%	
DISEASE SURVIELLANCE & CONTROL	\$ 377,138.04	\$	8,481,776.99	\$ 3,408,291.02	\$	9,652,903.00	35%	
FQHC	\$ 361,780.44	\$	7,308,471.33	\$ 3,110,733.87	\$	9,532,374.00	33%	
ADMINISTRATION W/O ICS-COVID	\$ 591,569.46	\$	12,269,707.42	\$ 5,452,046.78	•	14.007.050.00	37%	
ICS-COVID General Fund	\$ -	\$	-	\$ -	\$	14,907,050.00	0%	
ICS-COVID Grant Fund	\$ -	\$	-	\$ -				
TOTAL	\$ 2,610,304.71	\$	55,658,749.74	\$ 23,576,436.26	\$	67,856,720.00	35%	35%
FTE	825							
Regular Pay	\$ 2,158,371.59	\$	45,379,305.81	\$ 19,456,269.92				
Training	\$ 9,399.66	\$	148,618.25	\$ 62,261.07				
Final Payouts	\$ 10,971.43	\$	462,224.76	\$ 111,475.25				
OT Pay	\$ 25,576.58	\$	425,130.23	\$ 214,448.89				
Leave Pay	\$ 370,276.74	\$	7,716,599.07	\$ 2,854,245.44				
Other Earnings	\$ 35,708.71	\$	1,526,871.62	\$ 877,735.69				
TOTAL	\$ 2,610,304.71	\$	55,658,749.74	\$ 23,576,436.26				

October 12, 2024 to October 25, 2024

Overtime Hours and Amounts

Comp Time Hours Earned and Value

ADMINISTRATION							
Employee	<u>Project/Grant</u> <u>Charged to</u>	<u>Hours</u>	Amount	Employee	Hours	Value	
Munford, Elizabeth		1.45	74.73				
Viote, Jorge		9.00	598.71				
Silva-Minnich, Rosanna		7.00	442.59				
Ubando, Marjorie		15.50	798.92				
Shore, Steven		0.50	23.23				
Arriaga, Jocelyn		4.00	155.43				
Tran, Amy		10.75	645.99				
Thede, Stacy		12.25	398.19				
Murphy, Melissa		8.00	303.34				
Burgess, Anna		10.00	420.08				
Total Administration		78.45	3861.21		0.00	0.00	

COMMUNITY HEALTH SERVICES

Employee	<u>Project/Grant</u> Charged to	Hours	Amount	Employee	Hours	Value
				Barry, Nancy	0.38	12.89
Total Community Health Services		0.00	0.00		0.38	12.89

	1	QHC-COM	MUNITI HEAI			
Employee	Project/Grant Charged to	<u>Hours</u>	Amount	Employee	Hours	Value
Orea-Valencia, Mirelly		1.00	40.92	Romero, Esther	2.25	66.31
Servando, Maria Cristina		1.50	110.51			
Manaloto, Xcelza	FP_24	0.25	17.06			
Bingham, Julie	IMMEQ_22	14.00	955.61			
Henriquez, Sergio	IMMEQ_22	7.50	276.98			
Alfaro, Stacey		0.75	25.01			
	_					
Total FQHC-Community Health Clinic		25.00	1426.09		2.25	66.31

FQHC-COMMUNITY HEALTH CLINIC

PUBLIC HEALTH & PREVENTIVE CARE <u>Proj</u>ect/Grant

Employee	<u>Project/Grant</u> <u>Charged to</u>	<u>Hours</u>	<u>Amount</u>	Employee	Hours	<u>Value</u>
Maciel, Marisol	IMMEQ_22	4.00	206.17	Contreras, Alondra	3.00	147.34
Enzenauer, Lizette		5.00	278.01			
Enzenauer, Lizette	IMMEQ_22	17.25	959.15			
Robles, Cynthia		7.00	342.75			
Robles, Cynthia	IMMEQ_22	11.50	563.09			
Arquette, Jocelyn		11.00	810.37			
McTier, Chika	IMMEQ_22	7.50	524.95			
Contreras, Alondra		8.00	589.36			
Gomez, Karen		6.00	205.54			
Nagai, Sage	IMMEQ_22	7.00	465.66			
Wong, Michelle	IMMEQ_22	2.50	158.06			
Sparlin, Autum	IMMEQ_22	8.25	592.02			
Zavala, Isaac	IMMEQ_22	7.25	446.74			
Aucalla, Gennesis		6.00	205.54			
Landini, Karleena		2.50	185.35			
	_					
Public Health & Preventive Care		110.75	6532.76		3.00	147.34
	D	ISEASE SU	RVEILLANCE &	& CONTROL		
Employee	Project/Grant Charged to	<u>Hours</u>	Amount	Employee	Hours	<u>Value</u>
O'Connor, Kelli	HIVPRV25	12.00	758.73	Raman, Devin	0.38	18.42
Ewing, Tabitha	HIVPRV25	8.00	505.82	Hamilton, Samantha	11.63	317.05
King, Micah		3.75	255.97	Bravo Rosas, Jazmin	11.63	309.40

King, Micah		3.75	255.97	Bravo Rosas, Jazmin	11.63	309.40
Castro, Janet	HIVPRV25	12.00	602.29			
Kelton, Jennifer	HIVPRV25	5.50	236.82			
Burgess, Glenn	COSSUP25	1.25	59.63			
DiGoregorio, Amanda	HIVPRV25	7.00	379.52			
Total Disease Surveillance & Contr	ol	49.50	2798.78		23.63	644.88
Combined Total		475.20	25576.58		194.13	6458.92

	Project/Grant	2				
Employee	Charged to	<u>Hours</u>	Amount	Employee	Hours	Value
Brounstein, Jodi		0.25	16.63	Brounstein, Jodi	0.75	33.26
Navarrete, George (Larry)		2.50	184.18	Northam, Korie	0.75	36.84
Dalton, Jonathan		2.00	133.05	Santiago, Anthony	7.50	332.61
Daspit, Theresa		2.50	166.31	Robinson, Gary	4.88	216.20
Billings, Jacob		1.25	89.70	Sharif, Rabea	4.00	164.32
Edwards, Tara		0.50	35.00	Ramakrishnan, Veena	9.75	390.60
Sheffer, Thanh		4.50	291.54	Feng, Yuzhen	8.63	336.37
Piar, Diane		9.75	631.68	Smith, Jess	3.75	142.55
Lett, Kendra		12.50	790.34	Wills, Jerry	12.00	422.54
Pontius, Kevin		5.00	316.14	Blackard, Brittanie	9.00	316.90
Lucas, Brianna		4.50	270.41	Sanders, Jennifer	5.63	193.29
Hernandez, Stephanie		2.00	114.04	Valadez, Alexis	2.63	87.83
Walton, Shaunte		3.00	162.65	Diaz-Ontiveros, Luz	9.75	326.24
Kaplan, Kristopher		6.25	347.52	McCann, Alexandra	5.25	171.38
Cummins, Veronica		7.00	389.22	Charfauros, Adair	6.00	195.86
Reyes, Abegail		3.50	180.40	Ahmed, Maryam	15.00	453.83
Darang, Chase		6.00	301.14	Galvez, Alexus	10.13	322.02
Rakita, Daniel		0.25	12.24	Hall, Alyssa	6.00	176.82
McCann, Alexandra		5.75	281.55	Dunne, Rebecca	1.13	33.30
Michel, Guillermo		10.25	501.89	Vinh, Jonathan	7.50	221.03
Calzado, Neil		18.00	881.37	Decicco, Natalya	3.38	99.46
Sabandith, Vetahya		5.00	244.82	Weber, Lauren	8.25	243.13
Thein, Kelsey		5.00	244.82	Erickson, Sarah	4.88	143.67
Wells, Jordan		9.75	477.41	Herrera, Carlos	3.75	107.65
Brown, Tevin		6.75	330.51	Roberts, Jamie	6.00	172.24
Najera, Luisa		13.00	636.54	Nwaonumah, Nosa	5.63	161.47
Wade, Cynthia		7.25	354.99	Hernandez, Abel	3.00	86.12
Jufar, Lydia		5.25	257.07			
Bidinger, Joy		4.00	190.83			
Hall, Alyssa		10.00	442.06			
Gonzalez, Kimberly		6.50	287.33			
Concepcion, Derrell Glen		12.00	530.47			
Hernandez, Lilian		1.00	44.21			
Roberts, Jamie		4.00	172.24			
Hernandez, Abel		4.00	172.24			
Thompson, Deshawn		10.75	475.20			
Total Environmental Health	-	211.50	10957.74		164.88	5587.52

ENVIRONMENTAL HEALTH