



Memorandum

Date: July 27, 2017

To: Southern Nevada District Board of Health

From: **Andrew J. Glass, FACHE, MS, Director of Administration** 
Joseph Iser, MD, DrPH, MSc, Chief Health Officer 

RE: Administration Division Monthly Report – June 2017

ADMINISTRATION Facilities - Fiscal Year Data

Monthly Work Orders	June 2016	June 2017		FY16	FY17	
Maintenance Responses	192	146	↓	2251	2171	↓
Electrical Work Orders	13	5	↓	132	117	↓
HVAC Work Orders	18	9	↓	100	190	↑
Plumbing Work Orders	4	3	↓	62	60	↓
Preventive Maintenance	18	22	↑	232	190	↓
Security Responses	648	650	↑	7427	7346	↓

ADMINISTRATION Information Technology - Fiscal Year Data

Service Requests	June 2016	June 2017		FY16	FY17	
Service Requests Completed	336	352	↑	3968	3914	↓
Service Requests Opened	372	371	↓	4028	4028	→
Service Requests Open over 30 days	69	142	↑	659	1309	↑

Information Services System Availability 24/7	June 2016	June 2017		FY16	FY17	
Total System	99.02	99.94	↑	98.82	99.93	↑

Total Monthly Work Orders by Department	June 2016	June 2017		FY16	FY17	
Administration	79	122	↑	1089	1104	↑
Community Health	85	68	↓	884	837	↓
Environmental Health	67	69	↑	821	842	↑
Clinical Services	105	93	↓	1275	1131	↓

First Call Resolution & Lock-Out Calls	June 2016	June 2017		YTD FY16	YTD FY17	
Total number of calls received	372	371	↓	4028	4028	→
Number of first call resolutions	3	6	↑	312	85	↓
Number of Lock-out calls	0	0	→	19	13	↓

ADMINISTRATION Finance - Fiscal Year Data

Total Monthly Work Orders by Department	June 2016	June 2017		YTD FY16	YTD FY17	
Contracts Processed	17	29	↑	307	281	↓
Grants Pending – Pre Award*	-	2	↑	-	25	↑
Grants In Progress – Post Award**	9	1	↓	78	82	↑
Purchase Orders Issued	124	198	↑	1812	1321	↓

* Grant application was created and submitted to agency

** Grant application was approved – is being routed for signature

ADMINISTRATION Academic Affairs - Fiscal Year Data

Academic Affairs-Internships

June 2017

Internships-Total Interns ¹	24
Internship Hours ²	720

¹ Total number of monthly interns includes 4 semester-long students (May-August 2017).

² Number of approximate hours interns spent applying academic knowledge to a public health setting.

ADMINISTRATION Public Information Office - Fiscal Year Data

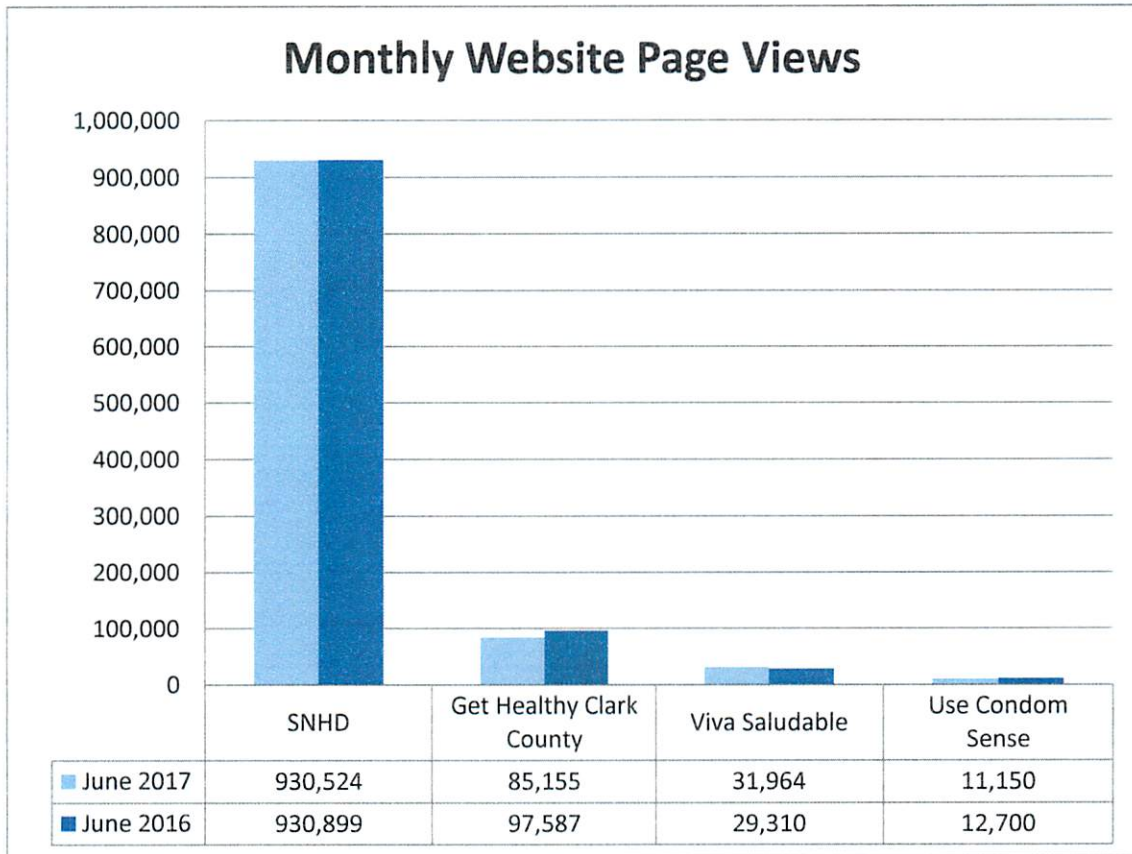
Media, Collateral and Community Outreach Services

	June 2016	June 2017		FY16	FY17	
Media - Print Articles	39	75	↑	233	335	↑
Media - Broadcast stories	19	15	↓	230	187	↓
Collateral - Advertising/Marketing Products	16	25	↑	230	223	↓
Community Outreach - Total Volunteers ¹	24	16	↓			
Community Outreach - Volunteer Hours	1,201	858.5	↓	13,554	12,582	↓

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

Social Media Services		June 2016	June 2017		FY16	FY17
*Facebook SNHD	Likes	3,485	3,571	↑	3,485	3,571
*Facebook Henderson PHC	Likes	1,475	1,482	↑	1,475	1,482
*Facebook Mesquite PHC	Likes	453	462	↑	453	462
*Facebook GHCC	Likes	3,058	5,228	↑	3,058	5,228
*Facebook SHC	Likes	1,851	1,841	↓	1,851	1,841
*Facebook THNK/UseCondomSense	Likes	6,266	6,214	↓	6,266	6,214
*Facebook SNHD THNK Project	Likes	24	36	↑	24	36
*Twitter EZ2Stop	Followers	388	408	↑	388	408
*Twitter SNHDflu	Followers	682	769	↑	682	769
*Twitter GetHealthyCC	Followers	294	318	↑	294	318
*Twitter SNHDinfo	Followers	1,823	2,356	↑	1,823	2,356
*Twitter TuSNHD	Followers	190	220	↑	190	220
*Twitter THNK/ UseCondomSense	Followers	584	678	↑	584	678
*Twitter SoNVTraumaSyst	Followers	53	77	↑	53	77
YouTube SNHD	Views	100,300	44,262	↓	2,970,418	835,246
YouTube THNK/UseCondomSense	Views	125	104	↓	1,985	1,428

*Twitter and Facebook numbers are not cumulative



PAYROLL EARNINGS SUMMARY
JUNE 3, 2017 TO JUNE 16, 2017

	<u>PayPeriod</u>	<u>Calendar Year to Date</u>	<u>Fiscal Year to Date</u>	<u>Budget 2016/17</u>	
CLINICAL SERVICES	\$312,602.33	\$4,236,576.42	\$8,194,873.58	\$9,176,239.00	89%
ENVIRONMENTAL HEALTH	\$396,726.12	\$4,987,465.36	\$9,575,851.05	\$10,880,896.00	88%
COMMUNITY HEALTH	\$286,173.90	\$3,922,444.70	\$7,629,572.13	\$7,555,769.00	101%
ADMINISTRATION	\$275,782.30	\$3,955,489.96	\$7,490,845.49	\$7,094,676.00	106%
TOTAL	\$1,271,284.65	\$17,101,976.44	\$32,891,142.25	\$34,707,580.00	95%
FTE	488		Budget FTE Amended FTE	514.2 521.5	
Regular Pay	\$ 1,094,044.23	\$ 13,710,935.37	\$ 26,047,432.40		
Longevity	\$ -	\$ 184,822.23	\$ 375,952.62		
Training	\$ 8,983.81	\$ 125,743.49	\$ 297,002.31		
Final Payouts	\$ 1,637.38	\$ 302,743.66	\$ 632,977.31		
Leave Pay	\$ 138,667.71	\$ 2,373,752.28	\$ 4,715,450.54		
OT Pay	\$ 10,602.98	\$ 100,014.49	\$ 235,866.57		
Other Earnings	\$ 17,348.54	\$ 303,964.92	\$ 586,460.50		
	\$ 1,271,284.65	\$ 17,101,976.44	\$ 32,891,142.25		



 CHIEF HEALTH OFFICER OR
 DIRECTOR OF ADMINISTRATION

BI-WEEKLY OT/CTE BY DIVISION/DEPARTMENT
JUNE 3, 2017 TO JUNE 16, 2017

Overtime Hours and Amounts

Comp Time Hours Earned and Value

ADMINISTRATION

<u>Employee</u>	<u>Hours</u>	<u>Amount</u>	<u>Employee</u>	<u>Hours</u>	<u>Value</u>
ARMSTRONG, LARRY JEROME	21.00	\$530.78	HENRI, CORINNE	6.00	\$152.16
CHAMBERLAIN, ROBERT	11.75	\$383.52			
GOOD, JEFFREY	0.25	\$8.58			
GRAY, MABLE	3.00	\$103.01			
JOHNSON, JEFFREY	4.00	\$137.34			
MIXTER, KENNETH	11.00	\$512.82			
MUNARETTO, CHRISTY	9.50	\$516.71			
PONTIUS, KEVIN	4.00	\$156.00			
SLATER, WESTOL	17.25	\$1,038.88			
STEVENS, MICHAEL P	21.00	\$685.44			
TERRIQUEZ, ARTURO	5.00	\$126.38			
VUKSANOVIC, DAN	2.00	\$50.55			
Total Administration	109.75	\$4,250.01		6.00	\$152.16

COMMUNITY HEALTH

<u>Employee</u>	<u>Hours</u>	<u>Amount</u>	<u>Employee</u>	<u>Hours</u>	<u>Value</u>
MONTGOMERY, JOSHUA	11.00	\$429.00	ADELMAN, ELIZABETH A	4.50	\$158.90
O'CONNOR, KELLI J	4.50	\$175.50			
SHINGU, MICHELE	11.00	\$440.22			
WHITE, CANDYCE L	2.00	\$84.27			
Total Community Health	28.50	\$1,128.99		4.50	\$158.90

CLINICAL SERVICES

<u>Employee</u>	<u>Hours</u>	<u>Value</u>	<u>Employee</u>	<u>Hours</u>	<u>Value</u>
			AGUILAR, BECKY S	0.38	\$10.80
			BRANTNER, LONITA A	0.75	\$19.02
			CALDERON, ARACELY	0.38	\$7.37
			CHONGTAI, LORIZA R	0.38	\$14.31
			DINDA, KARIN	0.38	\$12.28
			GUTIERREZ, SHEILA T	0.38	\$11.66
			LACY, MICHAEL J	0.75	\$19.02
			LIONETTI, YAMILETH	1.50	\$63.42
			PANALIGAN, TEODORITA	0.38	\$14.31
			VILLANUEVA, MICHELLE	0.75	\$28.62
			WOODS, ROSANNA	0.38	\$11.96
Total Clinical Services	0.00	\$0.00		6.38	\$212.77

BI-WEEKLY OT/CTE BY DIVISION/DEPARTMENT

JUNE 3, 2017 TO JUNE 16, 2017

Overtime Hours and Amounts

Comp Time Hours Earned and Value

ENVIRONMENTAL HEALTH

<u>Employee</u>	<u>Hours</u>	<u>Amount</u>	<u>Employee</u>	<u>Hours</u>	<u>Value</u>
ABAD, ALLEN G	2.25	\$81.34	ANGHEL, VINCENTIU	2.25	\$55.64
BANALES, JASON	2.25	\$83.46	BROUNSTEIN, JODI	11.25	\$407.93
BILLINGS, JACOB	10.25	\$431.88	CAVIN, ERIN	16.13	\$488.59
BOBER, BELINDA	2.00	\$117.36	CHU, NANCY	1.50	\$36.15
CHU, NANCY	2.00	\$72.30	CRUTCHER, BRIANNA A	6.38	\$153.64
COHEN, VALERIE-NICOLE S	6.00	\$272.70	DANG, LARISA	3.00	\$72.30
DIAZ, NATHAN	1.75	\$73.74	DE HAAN, CHRISTIAN	5.63	\$153.90
EDDINS, ADAM	7.00	\$259.67	EILAND-DARBOE, MATITHIA	11.25	\$264.04
HALL, LATONIA V	7.50	\$271.13	FRANCESCHINI, JOSEPH	1.13	\$27.82
HEMBERGER, ADRIANA	1.25	\$44.01	GARMAN, MEREDITH	1.50	\$49.13
KNOWLES, MIKKI M	4.75	\$190.10	GUZMAN, MICHELLE D	15.75	\$442.42
MARTUCCI, GRACIELA	5.50	\$299.15	HALL, LATONIA V	4.50	\$108.45
PIAR, DIANE	11.75	\$458.25	JOHNSON, JENNIFER S	12.75	\$358.15
RAINVILLE, SCOTT	6.50	\$266.76	KNOWLES, MIKKI M	2.25	\$60.03
RAMIREZ LUNA, BIANCA	7.50	\$278.21	LETT, KENDRA	3.38	\$81.34
ROBINSON, GARY P	5.00	\$205.20	LEWIS, BRITTANY	0.75	\$20.52
RYU, RICHARD	1.00	\$54.39	MARTINEZ-HERMOSILLA, AMIN	1.88	\$51.30
SAN NICOLAS, THOMAS	7.50	\$307.80	MUTH, JAMES W	27.38	\$768.96
SANTIAGO, ANTHONY	1.75	\$71.82	NORTHAM, KORIE	11.25	\$323.89
SHARIF, RABEA	12.75	\$460.91	ORTIZ RIVERA, VANESSA	6.75	\$162.68
SHEFFER, THANH V	7.00	\$259.67	PONTIUS, KEVIN	5.25	\$136.50
TAYLOR JR, GEORGE	8.00	\$393.00	RICH, VICTORIA	1.13	\$26.40
TURNER, KAILA J	7.50	\$271.13	RYU, RICHARD	9.75	\$353.54
			SAKAMURA-LOW, MIKI K	11.25	\$387.79
			SANG-CHIANG, FUEN-SU ALFO	3.00	\$105.93
			SANTIAGO, ANTHONY	15.00	\$410.40
			SIMS, CANDICE H	1.50	\$51.71
			TAYLOR JR, GEORGE	1.50	\$49.13
			VASILEVSKY, KRISTINE	0.38	\$8.80
			WHITESIDES, VIRGINIA	9.75	\$273.88
Total Environmental Health	<u>128.75</u>	<u>\$5,223.98</u>		<u>205.13</u>	<u>\$5,890.96</u>
Combined Total	<u>267.00</u>	<u>\$10,602.98</u>		<u>222.00</u>	<u>\$6,414.79</u>

PAYROLL EARNINGS SUMMARY
JUNE 17, 2017 TO JUNE 30, 2017

	<u>PayPeriod</u>	<u>Calendar Year to Date</u>	<u>Fiscal Year to Date</u>	<u>Budget 2016/17</u>	
CLINICAL SERVICES	\$315,450.35	\$4,552,026.77	\$8,510,323.93	\$9,176,239.00	93%
ENVIRONMENTAL HEALTH	\$390,261.71	\$5,377,727.07	\$9,966,112.76	\$10,880,896.00	92%
COMMUNITY HEALTH	\$286,468.21	\$4,208,912.91	\$7,916,040.34	\$7,555,769.00	105%
ADMINISTRATION	\$284,055.71	\$4,239,545.67	\$7,774,901.20	\$7,094,676.00	110%
TOTAL	\$1,276,235.98	\$18,378,212.42	\$34,167,378.23	\$34,707,580.00	98%
FTE	489		Budget FTE	514.2	
			Amended FTE	521.5	
Regular Pay	\$ 1,085,911.26	\$ 14,796,846.63	\$ 27,133,343.66		
Longevity	\$ -	\$ 184,822.23	\$ 375,952.62		
Training	\$ 3,844.81	\$ 129,588.30	\$ 300,847.12		
Final Payouts	\$ -	\$ 302,743.66	\$ 632,977.31		
Leave Pay	\$ 153,596.08	\$ 2,527,348.36	\$ 4,869,046.62		
OT Pay	\$ 8,169.69	\$ 108,184.18	\$ 244,036.26		
Other Earnings	\$ 24,714.14	\$ 328,679.06	\$ 611,174.64		
	\$ 1,276,235.98	\$ 18,378,212.42	\$ 34,167,378.23		



CHIEF HEALTH OFFICER OR
DIRECTOR OF ADMINISTRATION

BI-WEEKLY OT/CTE BY DIVISION/DEPARTMENT

JUNE 17, 2017 TO JUNE 30, 2017

Overtime Hours and Amounts

Comp Time Hours Earned and Value

ADMINISTRATION

<u>Employee</u>	<u>Hours</u>	<u>Amount</u>	<u>Employee</u>	<u>Hours</u>	<u>Value</u>
ARMSTRONG, LARRY JEROME	23.25	\$587.64	KEEGAN, DAHLIA	3.00	\$74.19
BOJORQUEZ, IBETH	0.50	\$20.52			
CHAMBERLAIN, ROBERT	13.50	\$440.64			
DUNN, STEPHANIE L	2.00	\$60.39			
GRAY, MABLE	8.75	\$300.43			
JOHNSON, JEFFREY	6.75	\$231.76			
JOHNSON, LANCE V	0.50	\$17.17			
MIXTER, KENNETH	6.75	\$314.69			
STEVENS, MICHAEL P	24.75	\$807.84			
TERRIQUEZ, ARTURO	5.00	\$126.38			
VUKSANOVIC, DAN	2.00	\$50.55			
Total Administration	<u>93.75</u>	<u>\$2,958.01</u>		<u>3.00</u>	<u>\$74.19</u>

COMMUNITY HEALTH

<u>Employee</u>	<u>Hours</u>	<u>Amount</u>	<u>Employee</u>	<u>Hours</u>	<u>Value</u>
MONTGOMERY, JOSHUA	27.50	\$1,072.50			
O'CONNOR, KELLI J	9.50	\$370.50			
WHITE, CANDYCE L	13.00	\$547.76			
Total Community Health	<u>50.00</u>	<u>\$1,990.76</u>		<u>0.00</u>	<u>\$0.00</u>

CLINICAL SERVICES

<u>Employee</u>	<u>Hours</u>	<u>Value</u>	<u>Employee</u>	<u>Hours</u>	<u>Value</u>
ARQUETTE, JOCELYN M	6.00	\$302.22	CASTILLO, JOCELYN	0.38	\$15.06
MACIEL-PEREZ, MARISOL	5.50	\$209.22	RANDLE, REBECCA ANN	1.88	\$58.28
Total Clinical Services	<u>11.50</u>	<u>\$511.44</u>		<u>2.25</u>	<u>\$73.34</u>

BI-WEEKLY OT/CTE BY DIVISION/DEPARTMENT
JUNE 17, 2017 TO JUNE 30, 2017

Overtime Hours and Amounts

Comp Time Hours Earned and Value

ENVIRONMENTAL HEALTH

<u>Employee</u>	<u>Hours</u>	<u>Amount</u>	<u>Employee</u>	<u>Hours</u>	<u>Value</u>
ABAD, ALLEN G	1.00	\$36.15	ANGHEL, VINCENTIU	9.00	\$222.58
ACEVEDO, SHANAE C	2.25	\$81.34	BROUNSTEIN, JODI	9.75	\$353.54
BANALES, JASON	2.75	\$102.01	CATALINE, JOHN	4.88	\$133.38
BILLINGS, JACOB	4.00	\$168.54	CHU, NANCY	3.00	\$72.30
BROUNSTEIN, JODI	2.50	\$135.98	EILAND-DARBOE, MATITHIA	3.00	\$70.41
DASPIT, THERESA	4.00	\$181.80	FRANCESCHINI, JOSEPH	0.75	\$20.01
DIAZ, NATHAN	2.75	\$115.87	GARMAN, MEREDITH	1.50	\$49.13
HEMBERGER, ADRIANA	1.75	\$61.61	GOODSELL, MICHELLE	0.75	\$21.07
LEYCEGUI, IGNACIO	3.00	\$158.90	HOUSTON, DONNA	6.75	\$271.02
KNOWLES, MIKKI M	4.00	\$160.08	LANE, SUSAN T	4.50	\$158.90
NORTHAM, KORIE	18.25	\$788.13	LEWIS, BRITTANY	4.50	\$123.12
PIAR, DIANE	5.75	\$224.25	LUCAS, BRIANNA A	0.75	\$18.08
ROBINSON, GARY P	2.00	\$82.08	MITCHELL, ALICIA	2.63	\$100.17
ROCHE, PAMELA	0.50	\$17.60	NORTHAM, KORIE	6.75	\$194.33
SAKAMURA-LOW, MIKI K	1.00	\$51.71	PONTIUS, KEVIN	3.00	\$78.00
TURNER, KAILA J	9.50	\$343.43	RAMIREZ LUNA, BIANCA	1.13	\$27.82
			RICH, VICTORIA	2.63	\$61.61
			ROCHE, PAMELA	3.00	\$70.41
			SAKAMURA-LOW, MIKI K	5.63	\$193.89
			SHARIF, RABEA	27.00	\$650.70
			STANLEY, MARISSA S	4.50	\$126.41
			TAYLOR JR, GEORGE	1.88	\$61.41
Total Environmental Health	65.00	\$2,709.48		107.25	\$3,078.29
Combined Total	220.25	\$8,169.69		112.50	\$3,225.82