



Memorandum

Date: January 24, 2019

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 – December 2018

ADMINISTRATION Facilities - Fiscal Year Data

Monthly Work Orders	Dec 2017	Dec 2018		YTD FY18	YTD FY19	
Maintenance Responses	104	109	↑	897	934	↑
Electrical Work Orders	8	6	↓	38	58	↑
HVAC Work Orders	13	4	↓	66	65	↓
Plumbing Work Orders	5	2	↓	38	16	↓
Preventive Maintenance	5	10	↑	74	84	↑
Security Responses	532	546	↑	3396	3387	↓

ADMINISTRATION Information Technology - Fiscal Year Data

Service Requests	Dec 2017	Dec 2018		YTD FY18	YTD FY19	
Service Requests Completed	423	432	↑	2973	2774	↓
Service Requests Opened	387	438	↑	2906	2802	↓
Service Requests Open over 30 days	96	84	↓	810	492	↓

Information Services System Availability 24/7

	Dec 2017	Dec 2018		YTD FY18	YTD FY19	
Total System	99.96	99.81	↓	99.96	99.87	↓

Total Monthly Work Orders by Department

	Dec 2017	Dec 2018		YTD FY18	YTD FY19	
Administration	142	142	→	860	1031	↑
Community Health	89	84	↓	670	434	↓
Environmental Health	72	77	↑	624	488	↓
Clinical Services	120	129	↑	819	821	↑

First Call Resolution & Lock-Out Calls	Dec 2017	Dec 2018		YTD FY18	YTD FY19	
Total number of calls received	387	438	↑	2906	2802	↓
Number of first call resolutions	8	2	↓	37	25	↓
Number of Lock-out calls	1	10	↑	34	46	↑

ADMINISTRATION Finance - Fiscal Year Data

Total Monthly Work Orders by Department	Dec 2017	Dec 2018		YTD FY18	YTD FY19	
Grants Pending – Pre Award*	2	3	↑	13	24	↑
Grants in Progress – Post Award**	14	9	↓	64	58	↓
Purchase Orders Issued	156	205	↑	1031	1200	↑

* 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

	Dec 2018
Internships-Total Interns ¹	21
Internship Hours ²	196

¹ Total number of monthly interns includes 6 semester-long students from August-December 2018.

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

ADMINISTRATION Public Information Office – Monthly Activity Report and Fiscal Year Data

Media Contacts:

- 12.28.2018: KVVU-TV 5: Measles, contact investigations
- 12.27.2018: KSNV-TV 3: Measles
- 12.27.2018: KLAS-TV 8: Measles
- 12.27.2018: Las Vegas Review-Journal: Measles
- 12.11.2018: KLAS-TV 8: 90-90-90 Initiative
- 12.11.2018: KSNV-TV 3: 90-90-90 Initiative
- 12.11.2018: KINV-TV 15: 90-90-90 Initiative
- 12.11.2018: Nevada Independent: 90-90-90 Initiative
- 12.06.2018: KSNV-TV 3: Flu vaccine
- 12.04.2018: Nevada Independent: National Influenza Vaccination Week
- 12.03.2018: KXNT-AM/FM: National Influenza Vaccination Week

News Releases Disseminated:

- 12.27.2018: Health District reports imported measles case
- 12.11.2018: Health District issues call-to-action to achieve 90-90-90 goal in Nevada
- 12.03.2018: National Influenza Vaccination Week

Press Placed:

- 12.27.2018: LVRJ: <https://www.reviewjournal.com/life/health/1st-measles-case-since-2015-confirmed-in-southern-nevada-1560044/>
- 12.27.2018: KSNV-TV3: <https://news3lv.com/news/local/measles-case-contracted-outside-us-confirmed-in-clark-county-las-vegas>
- 12.27.2018: KLAS-TV8: <https://www.lasvegasnow.com/news/local-news/first-confirmed-case-of-measles-in-southern-nevada-since-2015/1676880213>
- 12.27.2018: KVVU-TV5: https://www.fox5vegas.com/news/officials-measles-case-confirmed-in-clark-county-warning-issued/article_1799e67e-0a27-11e9-ab8f-af0ae69fdb15.html
- 12.27.2018: KTNV-TV13: <https://www.ktnv.com/news/measles-warning-issued-after-man-diagnosed-in-las-vegas>
- 12.11.2018: KSNV-TV3: <https://news3lv.com/news/local/health-district-seeks-to-step-up-hiv-diagnoses-and-treatment-in-nevada>
- 12.11.2018: KLAS-TV8: <https://www.lasvegasnow.com/news/local-news/health-district-tackling-new-strategies-to-reduce-hiv-cases/1653745099>
- 12.08.2018: KSNV-TV3: <https://news3lv.com/news/local/flu-vaccine-facts-vs-fiction-medical-investigator-weighs-in>
- 12.06.2018: KXNT-AM: <https://kxnt.radio.com/articles/southern-nevada-health-district-issues-call-action-curb-hiv>

Products under Development:

- Accreditation Side Dish
- Activities Calendar
- 2017 Trauma System Report
- 5K Run/Walk flyer
- Teen Slang Dictionary

Products Completed:

- Season's Greetings E-card
- Slam Dunk Health spotlight for GetHealthy website
- Revised Eating Healthy spotlight for GetHealthy website
- Japanese translated Food Handler Safety Training Book
- PHAB site visit conference room signs
- Urine collection instructions for self-collect project
- Family Planning Clinic Time for the Talk flyer
- PHAB buttons
- PHAB Visitor Guide
- PHAB Entrance Conference presentation
- Updated Passport Services flyer
- Updated 2017 Trauma System Report
- Animated holiday card for email blast and social media
- Safe Sleep video featuring Dr. Iser
- Various updated clinical services department videos for annual meeting
- Slam Dunk Health poster
- Barbershop Outreach Project free haircut coupons
- "Are you flu-free" music video
- 90-90-90 Call-to-Action talking points
- Accreditation Monday message
- Bubble messages
- Revised measles exposure talking points
- Clark County Medical Society article

Advertising Placed:

- Gay Vegas and Fab Magazine ads - January 2019

Social Media Summary:

- Reviewed and updated 2019 social media events
- Researched, developed, and posted 144 social media messages for:
 - Healthy holidays
 - Flu
 - Holiday food safety
 - New Year's Resolutions
 - Immunizations
 - Clinical Services
 - Mosquito prevention
 - Mobile Clinic
 - Emergency preparedness
 - Safe sleep

Website Updates/Postings:

- Updated SNHD website
- Updated Board of Health pages
- Updated News Releases
- Updated SNHD homepage
- Online PDF forms
- Website alerts and reminders

Web Development Updates:

- Reviewed new SNHD website content for accuracy
- Continued to fix migration issues

Translation Services:

- Reviewed Spanish translated Dental Clinic Consent Form

Meetings of Note:

- 12.19.2018: Volunteer Services holiday luncheon
- 12.18.2018: PHAB Site Visit Prep: CHA and CHIP
- 12.17.2018: Meeting with Community Strong
- 12.14.2018: PHAB Site Visit Agenda
- 12.11.2018: 90-90-90 News Conference
- 12.07.2018: Not Your Mother's Legionella tabletop exercise
- 12.07.2018: Immunize Nevada InFLUencer Awards and Partner meeting
- 12.06.2018: CDC Research Project conference call
- 12.06.2018: Legislative conference call
- 12.05.2018: SharePoint Intranet discussion
- 12.05.2018: Volunteer Services meeting
- 12.04.2018: Argentum Report discussion
- 12.04.2018: CDC Research Project conference call
- 12.03.2018: Health Equity QI Team meeting
- 12.03.2018: PHAB Site Visit Prep – CHA and CHIP

Media, Collateral and Community Outreach Services	Dec 2017	Dec 2018		YTD FY18	YTD FY19	
Media - Print Articles	15	39	↑	127	152	↑
Media - Broadcast stories	8	7	↓	53	92	↑
Collateral - Advertising/Marketing Products	17	24	↑	114	141	↑
Community Outreach - Total Volunteers ¹	20	30	↑			
Community Outreach - Volunteer Hours	1,098	1,235	↑	6,769.50	7,967	↑

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

Social Media Services		Dec 2017	Dec 2018		YTD FY18	YTD FY19
*Facebook SNHD	Likes	3,706	3,952	↑	3,706	3,952
*Facebook Henderson PHC	Likes	1,473	1,439	↓	1,473	1,439
*Facebook Mesquite PHC	Likes	463	460	↓	463	460
*Facebook GHCC	Likes	5,385	5,756	↑	5,385	5,756
*Facebook SHC	Likes	1,815	1,753	↓	1,815	1,753
*Facebook THNK/UseCondomSense	Likes	6,204	6,049	↓	6,204	6,049
*Facebook SNHD THNK Project	Likes	40	46	↑	40	46
*Facebook FamCam	Likes	28	43	↑	28	43
Facebook Food Safety	Likes	N/A	22	↑	N/A	22
*Instagram SNHD	Followers	161	551	↑	161	551
*Instagram Food Safety	Followers	146	249	↑	146	249
*Twitter EZ2Stop	Followers	411	409	↓	411	409
*Twitter SNHDflu	Followers	801	887	↑	801	887
*Twitter Food Safety	Followers	33	48	↑	33	48
*Twitter GetHealthyCC	Followers	324	324	→	324	324
*Twitter SNHDinfo	Followers	2,567	2,882	↑	2,567	2,882
*Twitter TuSNHD	Followers	226	240	↑	226	240
*Twitter THNK/UseCondomSense	Followers	694	712	↑	694	712
*Twitter SoNVTraumaSyst	Followers	91	114	↑	91	114
YouTube SNHD	Views	8,029	9,556	↑	232,769	56,530
YouTube THNK/UseCondomSense	Views	157	290	↑	838	1,130

*Facebook, Instagram and Twitter numbers are not cumulative.

HUMAN RESOURCES MONTHLY REPORT DECEMBER 2018

Employment/Recruitment:

- 9 New Hires
- 536 active employees as of December 31, 2018
- 2 Terminations, including 0 retirements
- 6 Promotions, including 4 Flex-reclasses
- 1 Lateral Transfer
- 1 Accelerated step advancement
- 1 Reclassification
- 0 Demotions
- 81 Interviews
- 4 Bilingual Tests conducted, and 1 sign-language interpreter scheduled
- Turnover rates
 - Administration – 0.88%
 - Clinical Services – 0.76%
 - Community Health – 0.00%
 - Environmental Health – 0.00%
- 25 Other Personnel Change forms processed
- 48 Evaluations received and recorded in One Solution
- Total number of vacancies: 41.4 FTEs
- Total number of positions in recruitment: 38.0 FTEs

Worker's Compensation (PACT)

- Number of Workers Comp cases for the month: 2 (non-OSHA recordable) and 1 (OSHA recordable)
- Number of Open Cases: 4
- Number of Cases in final closing: 3

Risk Management (POOL)

- Number of new Risk Management cases for the month: 1
- Number of open cases: 1

FMLA and ADA

- FMLA hours used: 1,649.50 hours; 23 employees utilized FMLA this period (December)
- FMLA leave requests
 - New: 8
 - Recertifications: 0
 - Return to Work: 4
 - Meetings to discuss FMLA: 12
- FMLA cases open:
 - Short Term Intermittent: 11 employees
 - Block of FMLA Leave: 11 employees
 - Long Term Intermittent: 15 employees

- Number of donated leave requests/paperwork processed: 0
- ADA accommodation discussions: 3

Employee Benefits

- **Orientations conducted:**
 - Benefit Orientation/Public Health 101: 10 employees
 - SEIU Union Orientation: 10 employees
- **Mass Mutual/Deferred Compensation Plan:**
 - Open new accounts: 7
 - Processed withdrawals/rollovers/purchase of service credit: 11
- **Other meetings:**
 - Processed new hires/changes/terminations for benefits: 9/3/2; 37 plan changes/dependents for open enrollment
 - One-on-one retirement meetings, including 457(b) and PERS pension/advice and counsel: 6
 - Health Insurance/Benefit meetings/Assist with disability claims: 15

Employee/Labor Relations

- 0 Written Reprimands, 0 Terminations, 1 Probationary Release
- 1 Grievance
- 1 Arbitration
- 1 hour of Labor Meetings (with Union)
- 11 hours Investigatory Meetings
- 3 Investigations
- 16 hours ER/LR Meetings with managers or employees
- Number of EEOC/NERC and EMRB cases: 3

Other Employee Issues:

- Issues with low morale in the Southern Nevada Public Health Lab (ongoing)
- Mandatory referral of an employee to EAP
- Met with employee to discuss issues regarding abuse of FMLA
- Assist an employee's daughter with getting her benefits for: retirement, PERS, disability, Medicare and deferred comp
- Issues within work area in Financial Services
- Short training for Finance Manager and Supervisor on FMLA

Employee Health Nurse

Employee TB tests: 17

Employee Vaccinations: 7

New Hire Bloodborne Pathogen class training: 1

Post Hepatitis B titer blood draws: 2

Respirator Fit test: 19

Other Activities for Employee Health Nurse:

- Finalized recording for interim replacement of annual Bloodborne Pathogen prevention training (BLR contract ended)
- Completed draft of Bloodborne Pathogen Exposure update
- Participated in the Office of Public Health Preparedness Incident Command Tabletop exercise

- In Progress:
 - review of process for identification and follow up of employee potential TB exposures
 - Update of Respiratory Protection plan

Trainings/Meetings Attended by Staff:

- SharePoint Initial Intranet committee meeting for Administrative Services (Susan Damitz)
- Incident Command – Operations Section Training (Susan Damitz)
- Webinar: ISCEBS 2018 Benefits Legal & Legislative Update (Susan Damitz)
- Webinar: Six Ways Your Managers Are Causing FMLA & ADA Leave Lawsuits and How to Train Them to Stop (Susan Damitz)
- Webinar: Federal Judge in TX rules ACA Unconstitutional/What's Next for ACA (Susan Damitz)
- SNHD-WGU-NV partnership review meeting—how can we integrate discount and scholarships (Susan Damitz)
- CCSF Group Health Committee Meeting (Susan Damitz)

Projects in Progress/Other items

- Employee Events Committee Service Awards Ceremony (Adriana Alvarez and Erika Bustinza)
- PayScale review of positions and compensation (Adriana Alvarez and Kimberly Monahan)
- Finalized and implemented new background check company (Adriana Alvarez and Kimberly Monahan)
- New email job announcement format implemented (Adriana Alvarez and Kimberly Monahan)
- Updated Disease Data Collection Specialist/Interviewer class specification (Kimberly Monahan)
- Drafted Clinical Office Supervisor class specification (Kimberly Monahan)
- Updated new health insurance rates in One Solution (Mateo Frieria and Scott Witherall)
- End of the year payroll updates (Mateo Frieria)
- Formal destruction of FMLA files prior to June 30, 2015 (Susan Damitz)
- Set up spreadsheets for Flexible Spending Account participants; sent out email with direction and website information with links (Susan Damitz)
- Set up spreadsheet on shared drive for intermittent leave usage (frequency and duration) for employees on FMLA intermittent leave (Susan Damitz)



Memorandum

Date: January 24, 2019
To: Southern Nevada District Board of Health
From: **Amy Hagan**, *Human Resources Administrator*
Joseph P. Iser, MD, DrPH, *Chief Health Officer*

RE: UPDATED AND NEW CLASSIFICATION SPECIFICATIONS

- **Community Health Worker I/II** – REVISED SCHEDULE
The Community Health Worker I will be on Schedule 13 (from Schedule 12). The Community Health Worker II remains at Schedule 14.

Schedule 13 (\$37,674.77 - \$52,665.72), FLSA Non-exempt, Bargaining Unit Eligible
Schedule 14 (\$39,706.91 – 55,419.21), FLSA Non-exempt, Bargaining Unit Eligible
- **Human Resources Training Analyst** – NEW POSITION
This position would perform a variety of journey-level to advanced journey-level professional, technical and analytical activities in support of the Southern Nevada Health District's human resources program.

Schedule 20 (\$54,042.48 - \$75,327.28), FLSA Non-exempt, Bargaining Unit Ineligible

The initial hire would be a part-time position (19 hours or less per week) with no benefits. (\$25,668.24 - \$35,785.36)
- **Enterprise Resource Planning Coordinator** – NEW POSITION
To provide overall Enterprise Resource Planning (ERP) management for the District's ERP system.

Schedule 26 (\$73,382.38 - \$102,359.46), FLSA Exempt, Bargaining Unit Eligible

This position is part of an overall restructuring of the District's Information Technology program.

- Public Health Informatics Scientist I/II** – UPDATED POSITION

Summary: Added duties to the current job description to include support for the Clinical Services Division.

CORRECTION to Board of Health memo dated November 15, 2018:
 Schedule 24 (\$66,214.60 - \$92,394.49), FLSA Exempt, Bargaining Unit Ineligible
 Schedule 30 (\$90,012.50 - \$125,545.49), FLSA Exempt, Bargaining Unit Ineligible
- Disease Data Collection Specialist/Interviewer I/II** – UPDATED POSITION

Summary: Added educational requirement that could be substituted for experience. This will align more closely with the class spec for DIIS I/II.

Schedule 14 (\$39,706.91 - \$55,419.21), FLSA Non-exempt, Bargaining Unit Eligible
 Schedule 16 (\$43,990.09 - \$61,385.08), FLSA Non-exempt, Bargaining Unit Eligible
- HIV Prevention Planning Coordinator** – NEW POSITION

This position would coordinate HIV prevention/planning efforts through the mobilization of Public Health, the HIV community and the service providers in Clark County.

Schedule 16 (\$43,990.09 - \$61,385.08), FLSA Non-exempt, Bargaining Unit Eligible

The initial hire would be a limited term position until grant funds expire.
- Dental Hygienist** – NEW POSITION

To deliver oral health services at the Health District to individuals and populations in public health settings in accordance with the Board of Dental Examiners of NV.

Schedule 22 (\$59,789.81 - \$83,391.05), FLSA Non-exempt, Bargaining Unit Ineligible

The initial hire would be a part-time position (16 hours per week) with no benefits. (\$23,915.92 - \$33,356.42)
- Mobile Unit Operator** – NEW POSITION

To operate and maintain the mobile unit and support outreach activities for the District.

Schedule 12 (\$35,795.22 - \$50,021.52), FLSA Non-exempt, Bargaining Unit Eligible

The initial hire would be a part-time position (16 hours per week) with no benefits. (\$14,318.20 - \$20,008.56)

- **Purchasing Agent** – UPDATED POSITION

Summary: Refocused duties from assistance to the warehouse team to managing fixed assets, property, and inventory data systems. Also, requirements were added related to Uniform Guidance experience, RFP experience and the equivalency of a Purchasing Certification.

Schedule 23 (\$62,914.78 - \$87,739.79), FLSA Non-exempt, Bargaining Unit Eligible

Grants Expired and Awarded

December 2018

Grants Expired					
Project Name	Grantor	End Date	Amount	Reason	FTE
HIV Prevention Program (hivprv18)	P-CDC	12/31/2018	\$ 1,852,611.00	end of performance period	15.00
HIV/AIDS and Surveillance Program (hivsrv18)	P-CDC	12/31/2018	\$ 143,341.00	end of performance period	1.60
Sexual Transmitted Disease Prevention and Control Program (std_18) amendment #1	P-CDC	12/31/2018	\$ 454,065.00	end of performance period	4.57
University of Nevada, Las Vegas, Medicine (unsom_18)	O-UNLV	12/31/2018	\$ 94,822.00	end of project	up to 0.85
Tobacco Prevention and Control - Funds for Healthy NV (tobfhn19)	S-FHN	9/30/2018	\$ 826,266.00	funding transferring from FHN to Clinical Services, Inc.	1.00

Grants Awarded							
Project Name	Grantor	Received	Start Date	End Date	Amount	Reason	FTE
SNHD Food Handler Safety Training Card Video Serie (afdsm_19)	P-FDA	12/3/2018	1/2/2019	6/28/2019	\$ 3,000.00	Renewal	0.00
SNHD Attendance at Special Processes at Retail Cours3 (afdtrn19)	P-FDA	12/3/2018	1/2/2019	4/30/2019	\$ 2,444.00	Renewal	0.00
NV Food Safety Task Force & NV Environmental Health Assoc. (afdtf_19)	P-FDA	12/3/2018	1/2/2019	5/31/2019	\$ 3,000.00	Renewal	0.00
SAPTA HIV Testing Program (sapta_19)	P-SAMHSA	12/4/2018	10/1/2018	9/30/2019	\$ 330,913.04	Renewal	3.00
SAPTA HIV Testing Program and technical Assistance (iduhiv19)	P-SAMHSA	12/4/2018	10/1/2018	9/30/2019	\$ 65,828.52	Renewal	0.05
Tuberculosis Prevention and Control Program (tb_18) amendment #1	P-CDC	12/12/2018	1/1/2018	12/31/2018	\$ 8,000.00	Additonal funding	0.00

Grants Expired and Awarded

Tobacco Prevention - Nevada Clinical Services (tobncls19)	O-NV Clinical Services	12/13/2018	10/1/2018	6/30/2019	\$ 389,103.00	Transfer of funds from Funds for Healthy NV to Clinical Services, Inc.	0.68
Nevada Home Visiting - Nurse Family Partnership MCH (nfp_19)	P-HRSA	12/17/2018	10/1/2018	9/30/2019	\$ 86,961.00	Renewal	0.79
Nevada Home Visiting - Nurse Family Partnership MEICNV (nfp2_19)	P-HRSA	12/18/2018	10/1/2018	9/30/2019	\$ 180,846.00	Renewal	1.34
Epidemiology and Laboratory Capacity (elcont19)	P-CDC	12/18/2018	8/1/2018	7/31/2019	\$ 523,259.00	Renewal	2.61
Heart Disease and Stroke Prevention Program (hds17_19)	P-CDC	12/20/2018	12/17/2018	9/29/2019	\$ 125,001.00	new effort	1.45
Las Vegas Environmental Sampling (envspl19)	P-DHS	12/20/2018	7/1/2018	6/30/2019	\$ 18,000.00	Renewal	0.11

PAYROLL EARNINGS SUMMARY

December 1 to December 14, 2018

	<u>PayPeriod</u>	<u>Calendar Year to Date</u>	<u>Fiscal Year to Date</u>	<u>Budget 2018/19</u>	
CLINICAL SERVICES	\$ 347,835.67	\$ 8,966,420.00	\$ 4,338,584.61	\$10,285,494.00	42%
ENVIRONMENTAL HEALTH	\$ 433,197.98	\$ 10,817,321.37	\$ 5,188,078.27	\$11,396,176.00	46%
COMMUNITY HEALTH	\$ 346,719.57	\$ 8,696,678.09	\$ 4,141,372.81	\$9,689,098.00	43%
ADMINISTRATION	\$ 292,654.23	\$ 7,893,319.70	\$ 3,816,951.72	\$8,433,999.00	45%
TOTAL	\$1,420,407.45	\$36,373,739.16	\$17,484,987.41	\$39,804,767.00	44%
FTE	531				
Regular Pay	\$ 1,256,169.88	\$ 29,277,363.65	\$ 13,995,654.21		
Training	\$ 21,296.90	\$ 291,534.94	\$ 111,697.16		
Final Payouts	\$ -	\$ 651,804.20	\$ 232,809.65		
OT Pay	\$ 2,716.89	\$ 132,203.12	\$ 70,088.71		
Leave Pay	\$ 129,132.35	\$ 5,223,997.09	\$ 2,665,018.59		
Other Earnings	\$ 11,091.43	\$ 796,836.16	\$ 409,719.09		
	\$ 1,420,407.45	\$ 36,373,739.16	\$ 17,484,987.41		



CHIEF HEALTH OFFICER OR
DIRECTOR OF ADMINISTRATION

BI-WEEKLY OT/CTE BY DIVISION/DEPARTMENT
December 1 to December 14, 2018

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>
STEVENS, MICHAEL P	8.00	\$288.59	ALFORD, CAMILLE A	4.50	\$88.27
CHAMBERLAIN, ROBERT C	8.00	\$288.59	PRICE, KERI A	4.50	\$132.80
TERRIQUEZ, ARTURO	5.00	\$147.11	WILSON, MARILYN L	6.00	\$144.29
Total Administration	21.00	\$724.29		15.00	\$365.37

COMMUNITY HEALTH

<u>Employee</u>	<u>Hours</u>	<u>Amount</u>	<u>Employee</u>	<u>Hours</u>	<u>Value</u>
WAGNER, SCOTT E	3.00	\$132.80			
BAUTISTA, ILENE E	4.25	\$249.09			
ABITRIA, VINCENT R	2.25	\$149.92			
DEL ROSARIO, EDNA	0.50	\$15.07			
Total Community Health	10.00	\$546.88		0.00	\$0.00

CLINICAL SERVICES

<u>Employee</u>	<u>Hours</u>	<u>Value</u>	<u>Employee</u>	<u>Hours</u>	<u>Value</u>
BRANTNER, LONITA A	0.25	\$9.99	CASTILLO, JOCELYN	0.75	\$33.32
GONZALES, VIRTUDES	0.25	\$15.03	LUGO, SARAH M	1.13	\$43.96
CENABRE, MARIA T	0.25	\$9.99	SPRANCE GROGAN, CAROLYN S	1.13	\$36.74
MATTESON, KIMBERLY A	0.50	\$16.29	VALDIVIESO ESTRADA, ISABEL	0.38	\$12.25
FINCHER, INA B	0.50	\$30.07	CAPURSO, CYNTHIA	2.25	\$90.21
LISTON, CELESTE M	2.00	\$123.30	DINDA, KARIN	3.75	\$146.52
			WOODS, ROSANNA	0.75	\$27.82
			MCCARTHY, LYNDA A	0.75	\$30.07
Total Clinical Services	3.75	\$204.67		10.88	\$420.87

BI-WEEKLY OT/CTE BY DIVISION/DEPARTMENT

December 1 to December 14, 2018

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>
HERNANDEZ, STEPHANIE	2.00	\$75.96	CAVIN, ERIN M	2.63	\$92.61
CAMPA, RAYMOND	2.00	\$81.95	CHU, NANCY	3.00	\$86.24
LETT, KENDRA A	7.50	\$323.38	DILLION, KIMBERLY	2.25	\$66.40
KNOWLES, MIKKI M	3.75	\$174.63	MACDAVID, HEATHER R	6.75	\$204.17
SLATER, WESTOL	3.25	\$205.64	SHARIF, RABEA	8.63	\$241.76
HALL, LATONIA V	1.00	\$43.12	TURNER, KAILA J	3.00	\$79.93
ZINSER, DARREN D	8.00	\$336.37	SULLIVAN, KELSI	3.75	\$92.47
			ANGHEL, VINCENTIU	1.13	\$33.20
			CATALINE, JOHN	4.88	\$147.46
			GAINNEY, SETH	12.00	\$295.90
Total Environmental Health	27.50	\$1,241.05		48.00	\$1,340.14
Combined Total	62.25	\$2,716.89		73.88	\$2,126.38

PAYROLL EARNINGS SUMMARY

December 15 to December 28, 2018

	<u>PayPeriod</u>	<u>Calendar Year to Date</u>	<u>Fiscal Year to Date</u>	<u>Budget 2018/19</u>	
CLINICAL SERVICES	\$ 359,259.14	\$ 359,259.14	\$ 4,697,843.75	\$10,285,494.00	46%
ENVIRONMENTAL HEALTH	\$ 430,653.25	\$ 430,653.25	\$ 5,618,731.52	\$11,396,176.00	49%
COMMUNITY HEALTH	\$ 337,416.78	\$ 337,416.78	\$ 4,478,789.59	\$9,689,098.00	46%
ADMINISTRATION	\$ 312,058.57	\$ 312,058.57	\$ 4,129,010.29	\$8,433,999.00	49%
TOTAL	<u>\$1,439,387.74</u>	<u>\$1,439,387.74</u>	<u>\$18,924,375.15</u>	<u>\$39,804,767.00</u>	<u>48%</u>
FTE	533				
Regular Pay	\$ 1,016,485.17	\$ 1,016,485.17	\$ 15,012,139.38		
Training	\$ 2,708.59	\$ 2,708.59	\$ 114,405.75		
Final Payouts	\$ 6,915.07	\$ 6,915.07	\$ 239,724.72		
OT Pay	\$ 2,288.42	\$ 2,288.42	\$ 72,377.13		
Leave Pay	\$ 396,247.59	\$ 396,247.59	\$ 3,061,266.18		
Other Earnings	\$ 14,742.90	\$ 14,742.90	\$ 424,461.99		
	<u>\$ 1,439,387.74</u>	<u>\$ 1,439,387.74</u>	<u>\$ 18,924,375.15</u>		



CHIEF HEALTH OFFICER OR
DIRECTOR OF ADMINISTRATION

BI-WEEKLY OT/CTE BY DIVISION/DEPARTMENT
December 15 to December 28, 2018

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>
STEVENS, MICHAEL P	8.00	\$288.59			
CHAMBERLAIN, ROBERT C	8.00	\$288.59			
TERRIQUEZ, ARTURO	4.00	\$117.69			
VUKSANOVIC, DAN	3.50	\$102.98			
Total Administration	23.50	\$797.85		0.00	\$0.00

COMMUNITY HEALTH

<u>Employee</u>	<u>Hours</u>	<u>Amount</u>	<u>Employee</u>	<u>Hours</u>	<u>Value</u>
ABITRIA, VINCENT R	5.50	\$366.47	YOUNG, ANGELA K	6.00	\$266.52
DEL ROSARIO, EDNA	0.50	\$15.07			
Total Community Health	6.00	\$381.54		6.00	\$266.52

CLINICAL SERVICES

<u>Employee</u>	<u>Hours</u>	<u>Value</u>	<u>Employee</u>	<u>Hours</u>	<u>Value</u>
DOMINGUEZ, LILIANA	1.00	\$26.55	SPRANCE GROGAN, CAROLYN S	0.75	\$24.49
PELAEZ, YAREMIS D	0.25	\$7.36	VALDIVIESO ESTRADA, ISABEL	0.38	\$12.25
			CAPURSO, CYNTHIA	0.38	\$15.03
			DINDA, KARIN	0.75	\$29.30
			WOODS, ROSANNA	0.38	\$13.91
			LIONETTI, YAMILETH L	0.38	\$16.66
Total Clinical Services	1.25	\$33.91		3.00	\$111.64

