



# Memorandum

**Date:** February 20, 2020

**To:** Southern Nevada District Board of Health

**From:** Fermin Leguen, MD, MPH, Acting Chief Health Officer *FL*

**RE:** Administration Division Monthly Report – January 2020

## ADMINISTRATION Facilities - Fiscal Year Data

Monthly Work Orders	Jan 2019	Jan 2020		YTD FY19	YTD FY20	
Maintenance Responses	163	174	↑	1097	1094	↓
Electrical Work Orders	7	6	↓	65	52	↓
HVAC Work Orders	7	4	↓	72	50	↓
Plumbing Work Orders	0	8	↑	16	42	↑
Preventive Maintenance	2	19	↑	86	125	↑
Security Responses	581	786	↑	3968	4526	↑

## ADMINISTRATION Information Technology - Fiscal Year Data

Service Requests	Jan 2019	Jan 2020		YTD FY19	YTD FY20	
Service Requests Completed	613	696	↑	3387	3815	↑
Service Requests Opened	646	664	↑	3448	3828	↑
Service Requests Open over 30 days	76	65	↓	568	598	↑

Information Services System Availability 24/7	Jan 2019	Jan 2020		YTD FY19	YTD FY20	
Total System	99.77	99.80	↑	99.82	99.60	↓

Total Monthly Work Orders by Department	Jan 2019	Jan 2020		YTD FY19	YTD FY20	
Administration	212	222	↑	1243	1325	↑
Community Health	99	146	↑	533	787	↑
Environmental Health	127	137	↑	615	697	↑
Clinical Services	175	191	↑	996	1006	↑

<b>First Call Resolution &amp; Lock-Out Calls</b>	<b>Jan 2019</b>	<b>Jan 2020</b>		<b>YTD FY19</b>	<b>YTD FY20</b>	
Total number of calls received	646	664	↑	3448	3164	↑
Number of first call resolutions	3	6	↑	28	10	↓
Number of Lock-out calls	12	8	↓	58	50	↓

**ADMINISTRATION Finance - Fiscal Year Data**

<b>Total Monthly Work Orders by Department</b>	<b>Jan 2019</b>	<b>Jan 2020</b>		<b>YTD FY19</b>	<b>YTD FY20</b>	
Grants Pending – Pre-Award*	8	8	→	32	44	↑
Grants in Progress – Post-Award**	9	9	→	67	71	↑
Purchase Orders Issued	214	265	↑	1414	1608	↑

\* Grant application was created and submitted to agency

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

**ADMINISTRATION Academic Affairs - Fiscal Year Data**

<b>Academic Affairs-Interns/Clinical Rotations/Residents/Fellows</b>	<b>January 2020</b>	<b>Fiscal YTD</b>
Internships-Total Interns <sup>1</sup>	18	110
Internship Hours <sup>2</sup>	655	5,274

<sup>1</sup> Total number of monthly interns includes 11 semester-long students (August-December 2019).

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

**Orientations:**

- 5 orientations provided for 4 Touro Physician Assistant Students, 2 UNLV Internal Medicine Residents, 1 Mountain View Intern Medicine Resident, 4 Nevada State College Nursing Students, and 1 Grand Canyon University Master of Public Health Student

**Academic Affairs:**

- Academic Affairs Committee Meeting
- Intern Check-In with 2 interns
- SNHD intern projects meetings
- Health District After Dark internal committee meeting
- Attended UNLV Population Health Symposium
- Intern Interview

**Projects in Progress/Other Items:**

- Health District After Dark, Affordable Housing: A Public Health Issue, April 16, 2020, Red Rock Conference Room, 4 pm – 5:30 pm

**ADMINISTRATION Office of Communications – Monthly Activity Report and Fiscal Year Data**

News Releases Disseminated:

- 01.29.2020: Southern Nevada Health District announces one patient under investigation for novel coronavirus

Media Contacts:

- 01.31.2020: KSNV-TV 3: Confirmation PUI quarantined at home
- 01.31.2020: KVVU-TV 5: Confirmation PUI quarantined at home
- 01.31.2020: KTNV-TV 13: Confirmation PUI quarantined at home
- 01.31.2020: KLAS-TV 8: Confirmation PUI quarantined at home
- 01.31.2020: KBLR-TV 39/Telemundo: Coronavirus screening at the airport
- 01.31.2020: Nevada Current: Coronavirus update
- 01.31.2020: KVVU-TV 5: Coronavirus update
- 01.30.2020: KVVU-TV 5: Coronavirus update
- 01.30.2020: KTNV-TV 13: Coronavirus update
- 01.30.2020: KBLR-TV 39 Telemundo: Coronavirus update
- 01.30.2020: All Beans No Rice Podcast
- 01.29.2020: Lotus Broadcasting: Coronavirus
- 01.29.2020: KNPR-FM/State of Nevada: Coronavirus, patient under investigation
- 01.29.2020: KBLR-TV 39/Telemundo: Patient under investigation
- 01.28.2020: KLAS-TV 8: Lead poisoning information
- 01.28.2020: KSNV-TV 3: Confirmation request regarding coronavirus patient at local hospital
- 01.28.2020: KLAS-TV 8: Confirmation request regarding coronavirus patient at local hospital
- 01.28.2020: KTNV-TV 13: Confirmation request regarding coronavirus patient at local hospital
- 01.28.2020: KVVU-TV 5: Confirmation request regarding coronavirus patient at local hospital
- 01.28.2020: Las Vegas Review-Journal: Coronavirus update
- 01.28.2020: KTNV-TV 13: Coronavirus update
- 01.28.2020: Vegas PBS/Nevada Week: Infectious diseases/preparedness
- 01.28.2020: KLAS-TV 8: 'Quarantine' at Venetian
- 01.28.2020: KBLR-TV 39/Telemundo: Coronavirus update
- 01.28.2020: Las Vegas Sun: Flu season
- 01.27.2020: AP: Coronavirus update
- 01.27.2020: Las Vegas Review-Journal: Coronavirus update
- 01.27.2020: Arizona Republic: Heat-related illness impacts
- 01.27.2020: KSNV-TV 3: Coronavirus updates
- 01.27.2020: KVVU-TV 5: Coronavirus update and basic information
- 01.27.2020: KBLR-TV 39/Telemundo: Airport screening updates
- 01.27.2020: Nevada Current: Coronavirus Persons Under Investigation
- 01.24.2020: KNPR-FM/State of Nevada: State of smoking in Southern Nevada
- 01.24.2020: KBLR-TV 39/Telemundo: 2019 novel coronavirus
- 01.24.2020: KSNV-TV 3: 2019 novel coronavirus
- 01.23.2020: AP/Las Vegas Bureau: Airport screening decisions
- 01.23.2020: Bloomberg News: Airport screening
- 01.22.2020: Las Vegas Sun: Airport screening decisions
- 01.22.2020: Nevada Current: Special precaution recommendations to prevent illness

- 01.22.2020: Las Vegas Sun: Flu season, other illnesses
- 01.22.2020: KBLR-TV 39/Telemundo: Flu
- 01.17.2020: Las Vegas Review-Journal: Flu season update interview
- 01.17.2020: KTNV-TV 13: Popeye's restaurant inspection history inquiry
- 01.16.2020: Las Vegas Review-Journal: Physician disease reporting process
- 01.13.2020: KTNV-TV 13: Flu season
- 01.10.2020: Vegas PBS/Nevada Week: Rural health
- 01.09.2020: KSNV-TV 3: RSV
- 01.08.2020: All Rice No Beans Podcast: Food facility permitting and inspection process
- 01.08.2020: KNPR-FM/State of Nevada: Landlord Tenant housing issues
- 01.06.2020: KLAS-TV 8: Flu season
- 01.06.2020: Summit Media/KJUL/KQQL: Flu season, vaping rules
- 01.03.2020: Las Vegas Review-Journal: Seasonal flu update and confirmation of flu-related deaths
- 01.02.2020: Las Vegas Review-Journal: FDA decision to ban certain e-cigarette flavors
- 01.02.2020: Las Vegas Sun: Advances in digit health

Press:

- 01.31.2020: Las Vegas Sun: <https://lasvegassun.com/news/2020/jan/31/coronavirus-outbreak-flu-remains-bigger-threat/>
- 01.31.2020: LVRJ: <https://www.reviewjournal.com/local/local-las-vegas/clark-county-resident-tested-for-coronavirus-now-quarantined-at-home-1948003/>
- 01.31.2020: KSNV-TV 3: <https://news3lv.com/news/local/snhd-releases-guidelines-to-help-avoid-coronavirus>
- 01.30.2020: KNPR-AM/FM: <https://knpr.org/knpr/2020-01/what-impact-new-coronavirus-las-vegas>
- 01.30.2020: KLAS-TV 8: <https://www.8newsnow.com/news/local-news/medical-investigator-debunks-coronavirus-rumors/>
- 01.30.2020: KTNV-TV 13: <https://www.ktnv.com/news/local-health-officials-assure-public-after-who-declaration-on-coronavirus-outbreak>
- 01.30.2020: KKOH-AM: <https://www.kkoh.com/2020/01/30/southern-nevada-health-district-investigating-a-possible-case-of-coronavirus/>
- 01.30.2020: LVRJ: <https://www.reviewjournal.com/local/local-las-vegas/amid-coronavirus-concern-health-officials-want-you-to-fear-the-flu-1947109/>
- 01.29.2020: KXNT-AM: <https://kxnt.radio.com/articles/press-release/clark-county-patient-tests-negative-for-coronavirus>
- 01.29.2020: KDWN-AM/FM: <https://kdwn.com/2020/01/29/possible-case-of-corona-virus-in-clark-county/>
- 01.29.2020: KBLR-TV 39: <https://www.telemundolasvegas.com/noticias/local/distrito-de-salud-investiga-possible-coronavirus-en-el-condado-clark/2051430/>
- 01.29.2020: KLAS-TV 8: <https://www.8newsnow.com/news/local-news/cdc-tests-clark-county-resident-for-coronavirus-after-return-from-china/>
- 01.29.2020: KVVU-TV 5: [https://www.fox5vegas.com/news/local/health-district-investigates-possible-coronavirus-case-in-clark-county/article\\_bb041e9c-42b6-11ea-9130-974e1a154c63.html](https://www.fox5vegas.com/news/local/health-district-investigates-possible-coronavirus-case-in-clark-county/article_bb041e9c-42b6-11ea-9130-974e1a154c63.html)
- 01.29.2020: KSNV-TV 3: <https://news3lv.com/news/local/face-masks-flying-off-shelves-many-concerned-about-coronavirus-spread>
- 01.29.2020: KXNT-AM: <https://kxnt.radio.com/articles/press-release/possible-case-of-coronavirus-diagnosed-in-clark-county>

- 01.29.2020: KTNV-TV 13: <https://www.ktnv.com/news/potential-case-of-coronavirus-in-las-vegas-valley>
- 01.29.2020: KLAS-TV 8: <https://www.8newsnow.com/news/local-news/health-district-reports-possible-case-of-coronavirus-in-clark-county/>
- 01.29.2020: KSNV-TV 3: <https://news3lv.com/news/local/las-vegas-clark-county-patient-isolated-potential-case-of-coronavirus>
- 01.29.2020: KVVN-TV 5: [https://www.fox5vegas.com/news/local/health-district-investigating-possible-coronavirus-case-in-clark-county/article\\_bb041e9c-42b6-11ea-9130-974e1a154c63.html](https://www.fox5vegas.com/news/local/health-district-investigating-possible-coronavirus-case-in-clark-county/article_bb041e9c-42b6-11ea-9130-974e1a154c63.html)
- 01.29.2020: St. George News: <https://www.stgeorgeutah.com/news/archive/2020/01/29/cdr-possible-case-of-coronavirus-reported-in-las-vegas-southern-utah-health-officials-prepared/#.XjhYkk9Kjcs>
- 01.29.2020: Mohave Daily News: [http://www.mohavedailynews.com/news/clark-county-reports-possible-case-of-coronavirus/article\\_4a8b9a66-4322-11ea-a0eb-cb2eb3860f89.html](http://www.mohavedailynews.com/news/clark-county-reports-possible-case-of-coronavirus/article_4a8b9a66-4322-11ea-a0eb-cb2eb3860f89.html)
- 01.29.2020: LVRJ: <https://www.reviewjournal.com/local/local-las-vegas/health-officials-monitor-possible-coronavirus-case-in-clark-county-1945848/>
- 01.28.2020: KVVU-TV 5: [https://www.fox5vegas.com/news/health-officials-say-no-confirmed-cases-of-coronavirus-in-clark/article\\_aa36c466-4261-11ea-9939-5341aea17216.html](https://www.fox5vegas.com/news/health-officials-say-no-confirmed-cases-of-coronavirus-in-clark/article_aa36c466-4261-11ea-9939-5341aea17216.html)
- 01.28.2020: KTNV-TV 13: <https://www.ktnv.com/news/whats-the-risk-of-coronavirus-in-las-vegas>
- 01.27.2020: KSNV-TV 3: <https://news3lv.com/news/local/coronavirus-vs-flu-what-doctors-say-you-need-to-know>
- 01.27.2020: KVVU-TV 5: [https://www.fox5vegas.com/news/cirque-du-soleil-pulls-las-vegas-performers-over-coronavirus-concern/article\\_e28242fe-4177-11ea-b931-c708954ea108.html](https://www.fox5vegas.com/news/cirque-du-soleil-pulls-las-vegas-performers-over-coronavirus-concern/article_e28242fe-4177-11ea-b931-c708954ea108.html)
- 01.24.2020: KLAS-TV 8: <https://www.8newsnow.com/news/local-news/snhd-continues-to-monitor-coronavirus-outbreak-no-cases-reported-in-nevada/>
- 01.24.2020: KSNV-TV 3: <https://news3lv.com/news/local/should-las-vegans-be-concerned-about-the-coronavirus>
- 01.24.2020: LVRJ: <https://www.reviewjournal.com/local/local-las-vegas/deadly-virus-spreads-but-experts-say-risk-in-las-vegas-is-low-1943093/>
- 01.22.2020: LVRJ: <https://www.reviewjournal.com/local/deadly-virus-in-china-not-affecting-mccarran-airport-travel-1941512/>
- 01.17.2020: LVRJ: <https://www.reviewjournal.com/life/health/no-new-flu-deaths-in-clark-county-but-124-more-hospitalized-1937842/>
- 01.16.2020: KNPR-AM/FM: <https://knpr.org/knpr/2020-01/after-alpine-apartments-fire-questions-remain-regarding-tenants-rights>
- 01.16.2020: KTNV-TV 13: <https://www.ktnv.com/news/health-inspection-reports-show-sanitary-concerns-at-gibson-middle-school>
- 01.14.2020: KTNV-TV 13: <https://www.ktnv.com/news/flu-strains-target-children-and-young-people>
- 01.13.2020: KNPR-AM/FM: <https://knpr.org/headline/2020-01/flu-death-total-increases-after-5-more-confirmed-nevada>
- 01.12.2020: KXNT-AM/FM: <https://kxnt.radio.com/articles/ap-news/5-more-deaths-due-to-flu-confirmed-in-nevada>
- 01.11.2020: San Francisco Chronicle: <https://www.sfchronicle.com/news/article/Flu-death-total-increases-after-5-more-confirmed-14967589.php>

- 01.10.2020: LVRJ: <https://www.reviewjournal.com/life/health/5-new-flu-deaths-push-season-total-in-clark-county-to-11-1933048/>
- 01.10.2020: KLAS-TV 8: <https://www.8newsnow.com/news/snhd-5-new-flu-deaths-reported-including-a-child/>
- 01.10.2020: Newsbreak: <https://www.newsbreak.com/nevada/las-vegas/news/0NoJORXw/snhd-5-new-flu-deaths-reported-including-a-child>
- 01.09.2020: Mineral County Independent News: <https://mcindependentnews.com/2020/01/news-briefs/>
- 01.06.2020: KLAS-TV 8: <https://www.8newsnow.com/news/local-news/nevada-seemingly-unscathed-during-one-of-nations-worst-flu-seasons-in-decades/>
- 01.04.2020: Ely News: <https://elynews.com/2020/01/04/new-nevada-law-to-limit-indoor-use-of-vaping-e-cigarettes/>
- 01.03.2020: LVRJ: <https://www.reviewjournal.com/local/local-las-vegas/6th-flu-related-death-reported-in-clark-county-1927726/>
- 01.03.2020: Sparks Tribune: <https://sparkstrib.com/2020/01/03/nevada-news-briefs-31/>
- 01.03.2020: KVVU-TV 5: [https://www.fox5vegas.com/news/local/six-flu-deaths-reported-in-southern-nevada-by-health-district/article\\_8f26881a-2e6f-11ea-be1a-7f70285c1d96.html](https://www.fox5vegas.com/news/local/six-flu-deaths-reported-in-southern-nevada-by-health-district/article_8f26881a-2e6f-11ea-be1a-7f70285c1d96.html)
- 01.03.2020: KXNT-AM: <https://kxnt.radio.com/articles/ap-news/a-new-year-brings-new-laws-for-nevada>
- 01.02.2020: The News & Observer Raleigh: <https://www.thehour.com/news/article/New-Nevada-laws-restrict-guns-and-vapes-tax-14944980.php>
- 01.02.2020: The Hour: <https://www.thehour.com/news/article/New-Nevada-laws-restrict-guns-and-vapes-tax-14944980.php>
- 01.02.2020: The Kansas City Star: <https://www.kansascity.com/news/article238903388.html>
- 01.02.2020: Mohave Daily News: [http://www.mohavedailynews.com/news/new-nevada-laws-restrict-guns-vapes-and-e-cigarettes/article\\_e898799c-2def-11ea-90ce-3b8dd27b0495.html](http://www.mohavedailynews.com/news/new-nevada-laws-restrict-guns-vapes-and-e-cigarettes/article_e898799c-2def-11ea-90ce-3b8dd27b0495.html)
- 01.02.2020: LVRJ: <https://www.reviewjournal.com/news/politics-and-government/clark-county/fda-flavor-ban-seen-as-having-little-impact-on-nevada-vaping-scene-1927178/>
- 01.02.2020: The Nevada Independent: <https://thenevadaindependent.com/article/to-tackle-vaping-epidemic-state-officials-want-to-use-playbook-for-fighting-opioid-abuse>

### Products Completed:

- FPC Cervical Cancer Screening campaign
- Ads for Island Envy's Malama Hula event
- Island Envy ads for Kama'aina magazine
- Novel Coronavirus fact sheet
- Novel Coronavirus banner for website
- Novel Coronavirus warning flyers/screens
- Coronavirus talking points
- Prepped staff for a coronavirus interview
- RMPCDC FAQs
- 2019 novel coronavirus blog post
- Food for Thought e-mail newsletter
- Updated three banners for VivaSaludable.org with Spanish translation
- OCDPHP staff photos
- Prepped for KNPR-FM/State of Nevada interview regarding landlord and tenant issues
- Viva Saludable homepage banners

- Updated Barber Shop Health Outreach Project posters
- Recreated existing TB clinic door sign
- Updated Wear Red Day and Celebrate Heart Month flyers for 2020
- SNHD Spirit Shirt Design Battle poster
- Food for Thought newsletter
- Revised 2019 Financial Statement cover and dividers
- Southern Nevada Community Health Center Declaration of Income form
- English and Spanish Southern Nevada Community Health Center Comment Card
- Food Safety Partnership Meeting email blast
- Help Your Heart Tour & Tasting slider for GHCC website
- Recreated an existing exterior "no trespassing" sign
- Food Handler Safety Training Books in Lao, Haitian Creole, Amharic and Hindi
- CCMS Article
- CCSD School Wellness Policy fact sheet
- Revised Food Safety Partnership meeting/training flyer
- Mobile Clinic flyer for new Alexander Library location in North Las Vegas
- English and Spanish Tobacco 21 signs for retailers
- Southern Nevada Community Health Center Registration form
- Southern Nevada Community Health Center Valid Proof of Identification
- Southern Nevada Community Health Center Proof of Income

Advertising Placed:

- February Gay Vegas and Fab magazine ads

Social Media Summary:

- Researched, drafted, and posted 110 social media messages for:
  - Novel Coronavirus
  - Help Your Heart Tour & Tasting
  - Nevada Tobacco Quitline
  - Mobile Clinic
  - Family Planning
  - Immunizations
  - EH Fee Schedule changes
  - NCIAA/Breathe in the New Year
  - Flu
  - Holiday office closures
  - Smoke-free living
  - New Year's Resolutions
  - Foodie Friday
  - Christmas Tree recycling

Website Updates/Postings:

- Flu
- Hepatitis
- EMS Agenda & Minutes
- Aquatic Health
- Get Healthy Clark County
- Viva Saludable
- Hot Topics
- FQHC, BOH, and Advisory Board

- News Releases
- Clinic Closures
- Website Analytics
- Epi Disease Stats
- EH Fee Schedule
- CDC Advisory
- SWHO updates
- YouTube & MP3 conversions
- Rebuilt immunization locations page
- NCIAA Spanish updates
- Mobile Clinic
- FERL No Smoking signs
- EH Inspector Directory
- FYE budget documents and link
- CHO Succession Committee meeting
- FAB meeting
- Long-term projects:
  - EHRCP and Special Processes - Complete
  - New Viva website - Complete
  - FQHC
  - Vaping-Illness Outbreak
  - URL Redirects server side
  - FERL updates
  - EH Fees
  - Hep A Outbreak

#### Web Development Updates:

- Site CSS adjustments for production & dev rollover issues
- FQHC
- VIVA and GHCC modifications
- Aquatic Health online forms
- Avada modifications
- Analytics reporting problems on Viva
- Plugin implementation
- EMS Protocol changes
- Plugin implementation and updates
- FYE Budget and other URL redirects
- Google Search biasing - smoking/vaping
- Newsfeed modifications

#### Translation Services:

- Southern Nevada Community Health Center Comment Card
- Novel Coronavirus warning card
- Reviewed Condoms Consumer Survey
- Reviewed FQHC
- Reviewed Client Consent Form for Nurse Family Partnership
- Reviewed documents for OCDPHP

#### Community Outreach:

- Reached out to NPHA to assist with conference planning



Reached out to Southwest Medical for upcoming health fair

Meetings of Note:

- 01.31.2020: CDC Novel Coronavirus media briefing
- 01.31.2020: Health District Novel Coronavirus debrief with Emergency Managers
- 01.30.2020: Telemundo ribbon cutting ceremony
- 01.30.2020: Latino Network Group Meeting
- 01.30.2020: CDC/NPHIC Coronavirus call
- 01.29.2020: Mobile Health Collaborative meeting
- 01.29.2020: AARP meeting with Regional Manager
- 01.29.2020: Novel Coronavirus media press conference
- 01.29.2020: Office of Communications budget meeting
- 01.29.2020: CDC Novel Coronavirus media briefing
- 01.28.2020: Advanced Policy Surveillance Training webinar
- 01.27.2020: CDC Novel Coronavirus conference call
- 01.27.2020: CDC Novel Coronavirus media briefing
- 01.26.2020: CDC Novel Coronavirus media briefing
- 01.24.2020: CDC Novel Coronavirus media briefing
- 01.24.2020: Novel Coronavirus briefing
- 01.21.2020: CDC Novel Coronavirus media briefing
- 01.21.2020: Novel Coronavirus briefing
- 01.17.2020: NPHA Advocacy and Policy Committee meeting
- 01.14.2020: Quality Improvement team meeting
- 01.14.2020: NTPC Policy conference call
- 01.14.2020: Introduction to Policy Surveillance Training webinar
- 01.09.2020: EVALI conference call
- 01.02.2020: FQHC Operations meeting

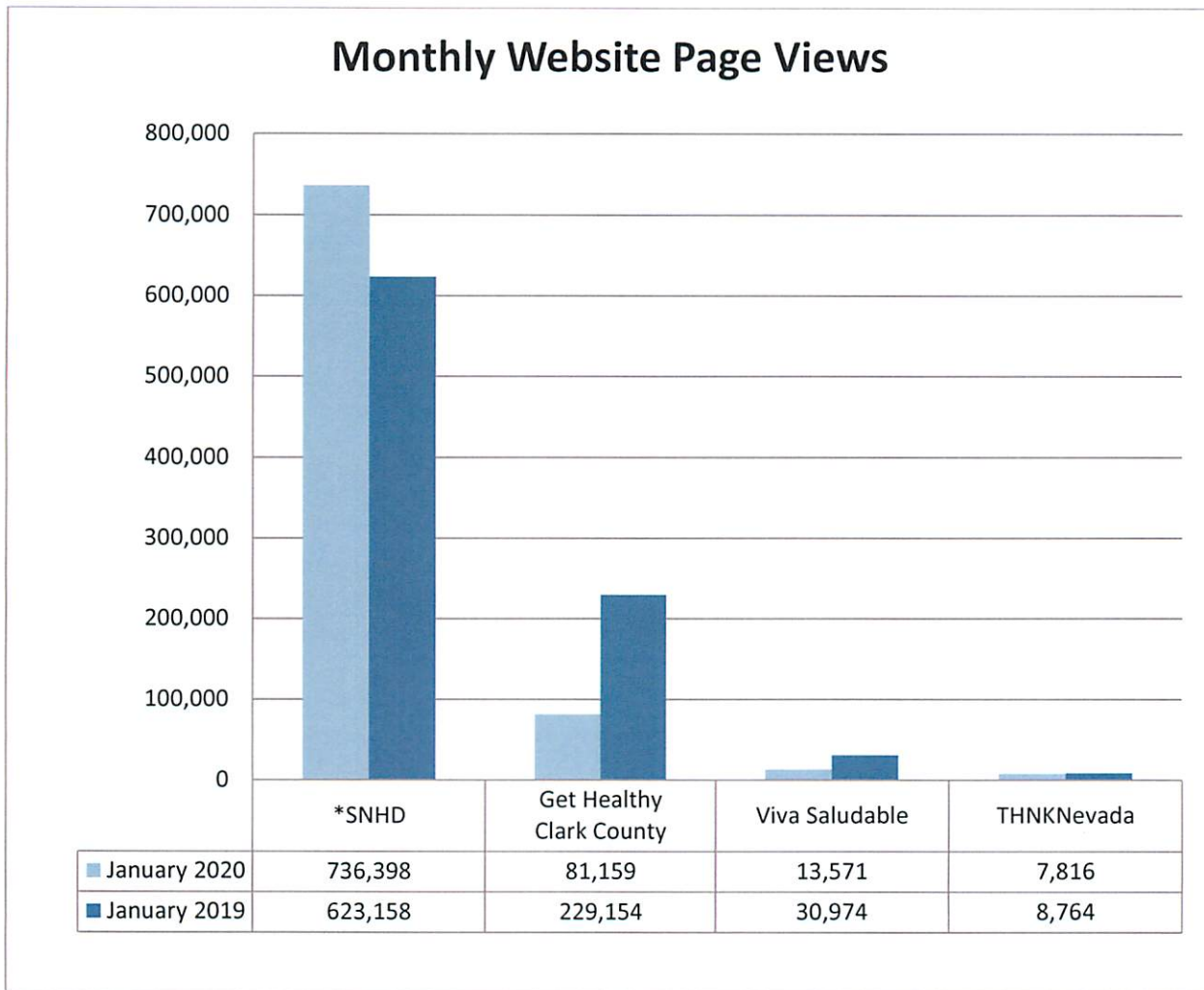
<b>Media, Collateral and Community Outreach Services</b>	<b>Jan. 2019</b>	<b>Jan. 2020</b>		<b>YTD FY19</b>	<b>YTD FY20</b>	
Media - Print Articles	26	36	↑	178	303	↑
Media - Broadcast stories	7	35	↑	99	183	↑
Collateral - Advertising/Marketing Products	43	32	↓	184	239	↑
Community Outreach - Total Volunteers <sup>1</sup>	19	25	↑			
Community Outreach - Volunteer Hours	1,149.50	1,478	↑	9,116.50	10,268	↑

<sup>1</sup>Total volunteer numbers fluctuate from month to month and are not cumulative.

<b>Social Media Services</b>		<b>Jan. 2019</b>	<b>Jan. 2020</b>		<b>YTD FY19</b>	<b>YTD FY20</b>
*Facebook SNHD	Likes	3,994	4,713	↑	3,994	4,713
*Facebook GHCC	Likes	5,759	5,829	↑	5,759	5,829
*Facebook SHC	Likes	1,750	1,712	↓	1,750	1,712
*Facebook	Likes	6,027	5,864	↓	6,027	5,864

THNK/UseCondomSense						
*Facebook SNHD THINK Project	Likes	46	50	↑	46	50
Facebook Food Safety	Likes	22	22	→	22	22
*Instagram SNHD	Followers	607	1,239	↑	607	1,239
*Instagram Food Safety	Followers	259	352	↑	259	352
*Twitter EZ2Stop	Followers	408	420	↑	408	420
*Twitter SNHDflu	Followers	894	1,002	↑	894	1,002
*Twitter Food Safety	Followers	49	61	↑	49	61
*Twitter GetHealthyCC	Followers	327	347	↑	327	347
*Twitter SNHDinfo	Followers	2,922	3,592	↑	2,922	3,592
*Twitter TuSNHD	Followers	248	272	↑	248	272
*Twitter THNK/ UseCondomSense	Followers	706	724	↑	706	724
*Twitter SoNVTraumaSyst	Followers	114	124	↑	114	124
YouTube SNHD	Views	11,200	95,738	↑	67,730	549,619
YouTube THNK/UseCondomSense	Views	241	589	↑	1,371	3,625

\*Facebook, Instagram and Twitter numbers are not cumulative.



\*\*SNHD moved to a new Content Management System that enabled us to better block hacking attempts, which contributed to the lower page count. The page views should equalize in February 2020

## ADMINISTRATION Human Resources Monthly Report – Jan 2020

### Employment/Recruitment:

- 11 New Hires, including 0 rehires
- 582 active employees as of January 31, 2020
- 6 Terminations, including 1 retirement
- 5 Promotions, including 1 Flex-reclass
- 0 Lateral Transfers
- 0 Demotions
- 2 Status changes
- 55 Interviews (30.5 hours)
- 1 sign-language interpreter set ups
- 4 Translator Tests conducted
- 14 job offers extended
- 10 recruitments posted
- Turnover rates
  - Administration – 2.38%

- Clinical Services – 1.99%
- Community Health – 0.00%
- Environmental Health – 0.00%
- 30 Other Personnel Change forms processed
- 65 Evaluations received and recorded in One Solution
- Total number of vacancies: 33.3 FTEs
- Total number of positions in recruitment: 20.9 FTEs

#### **Director of Human Resources and Organizational Development**

- Investigations: 3 hours
- Training Development: 1 hour
- Offsite training: 8 hours
- Meetings with employees: 18 hours
- Committee/Team/Employee engagement meetings: 15 hours
- Leadership Meetings: 25 hours (includes FQHC)
- Leadership reports/plans/projects: 27 hours

#### **FMLA and ADA**

- FMLA hours used: 2,197.75 hours
- FMLA leave requests:
  - New: 18
  - Return to Work: 4
  - Meetings to discuss FMLA, ADA and other leave questions: 24
- FMLA cases open (# of employees):
  - Short-term/Long-term intermittent: 37
  - Block of FMLA leave: 16
- Number of donated leave requests/paperwork processed: 2
- ADA/Ergonomic Assessment: 4 requests for accommodations/2 ergonomic assessments

#### **Employee Benefits**

- Benefit Orientation (01/22/2020): 5 employees
- Benefits processed:
  - New Hires: 17
  - Changes: 9
  - Terminations: 6
- Mass Mutual 1:1's for employees with Janet Corral (01/13/2020): 15
- Retirement meetings one-on-one, includes 457(b) and PERS pension/advice and counsel: 13
- Retirement—processed withdrawals/rollovers/purchase of service credit/new accounts: 16
- Health Insurance
  - Processed health insurance changes, TASC/Guardian meetings, claim submissions: 29 employees

#### **Employee/Labor Relations (Erika Bustinza)**

- 1 Verbal Warning, 1 Written Warning, 1 Suspension and Final Written Warning, 1 Termination, 0 Probationary Releases

- 5 Grievances
- 0 Arbitrations
- 6 hours of Labor Meetings (with Union)
- 100 hours Investigatory Meetings
- 7 Investigations
- 22 hours ER/LR Meetings with managers or employees
- Number of EEOC/NERC and EMRB cases: 1
- Performance Improvement Plan/Discipline: 3 employees
- Maintain Grievance Log and Official Complaints Report, Investigation Log, and Weekly Recruitment Report for Leadership (Erika Bustinza)

**Trainings/Meetings Attended by Staff:**

- 2 Position Control Meetings – (Kimberly Monahan, Adriana Alvarez & Scott Witherall)
- FQHC Mock audit meeting – 1.5 hours (Adriana Alvarez and Kimberly Monahan)
- HRSA Service Area Competitive Grant Meeting – 1.0 hour
- Webinar – Impacts of Sexual Harassment and Domestic Violence on the Workplace – 1 hour (Kimberly Monahan)
- Department of Employment, Training and Rehabilitation (DETR) Training (Erika Bustinza)
- Personnel Code Training Presentation (Erika Bustinza)
- Memorandum of Understanding—Per Diem Community Health Nurse I/II (Erika Bustinza)
- WEBINAR: Retirement Readiness: Using 2020 Vision in Planning for Retirement (Susan Damitz)
- Guardian meeting on claims submittal (Susan Damitz)
- TASC meeting w/Mandy (Susan Damitz)
- SECURE ACT (WEBINAR)- What does the New Legislation mean for you and your participants? (Susan Damitz)
- Clark County Self-funded Group Health Committee Meeting (Susan Damitz)
- Meeting with Mass Mutual – Dario presentation on proposed changes to the 457(b) plan (Susan Damitz)

**Committee Meetings Attended by Staff:**

- Academic Affairs Committee – (Adriana Alvarez)
- Fundraising & Event Planning Committee (Erika Bustinza)

**Projects in Progress/Other items**

**Projects in Progress/Other items**

- Per Diem Pool with Maxim – (Adriana Alvarez)
- Temp Agency Coordination – (Adriana Alvarez)
- On-boarding notification to IT for New hires – (Adriana Alvarez)
- RFP Evaluator for Temp Agency selection – 8 hours (Adriana Alvarez)
- Roseman University Job Fair – 3 hours (Kimberly Monahan)
- Meetings with managers regarding the recruitment process (3.0 hours)
- Background screening follow up for complicated backgrounds (1.5 hours)
- Organize events: Health Fair, EAP Lunch 'n Learns, SOFA trainings, Jeffrey Burr Probate/Estate Planning, PERS (Susan Damitz)

- Employee issues: Meet with employees and supervisors to resolve issues (Susan Damitz) – 3 meetings
- SharePoint Human Resources Site update

### **Worker's Compensation (PACT)**

- Number of Workers Comp cases for the month: 1 (non-OSHA recordable) and 2 (OSHA recordable)
- Number of Open Cases: 5
- Number of Cases in final closing: 3

### **Risk Management (POOL)**

- Number of new Risk Management cases for the month: 1
- Number of open cases: 3

### **Human Resources Supervisor Employee/Labor Relations**

- 9 hours Meeting with Employees and Managers
- 6 hours of Labor Meetings (with Union)
- 5 hours Investigatory Meetings
- Number of EEOC/NERC and EMRB cases: 0

### **Trainings/Meetings Attended by Staff:**

- 2<sup>nd</sup> Safety Committee Meeting
- 6<sup>th</sup> EH Director's Monthly Meeting - Presentation
- 6<sup>th</sup> FQHC – HR Deliverables
- 7<sup>th</sup> On-Call and Per-Diem Meeting
- 7<sup>th</sup> Position Control Meeting
- 9<sup>th</sup> FQHC Quality Management Coordinator Position Discussion
- 9<sup>th</sup> Accommodation Meeting
- 17<sup>th</sup> Drill After Action Review Meeting
- 17<sup>th</sup> Credentialing Meeting
- 17<sup>th</sup> JLMC Meeting
- 21<sup>st</sup> Leadership/Manager Supervisor Meeting
- 21<sup>st</sup> OSHA Recording Webinar
- 21<sup>st</sup> Position Control Meeting
- 22<sup>nd</sup> FQHC – HR Deliverable Meeting
- 23<sup>rd</sup> Mass Mutual Plan Review Meeting
- 28<sup>th</sup> HR Team Meeting
- 28<sup>th</sup> Domain 8 Meeting
- 28<sup>th</sup> Per Diem Follow-Up Meeting
- 30<sup>th</sup> Policy Committee Meeting

- 31<sup>st</sup> Temporary Medical Staffing RFP Review Meeting
- 31<sup>st</sup> EHN Discussion Meeting

### **SOUTHERN NEVADA PUBLIC HEALTH LABORATORY (SNPHL)**

- 1. Clinical Testing:** SNPHL continues to support the SNHD Nursing Division with Sexually Transmitted Disease (STD) testing. SNHD STD department and SNPHL cooperatively participate in the CDC Gonococcal Isolate Surveillance Project (GISP). SNPHL performs *N. gonorrhoeae* culture and submits isolates to CDC and Nursing provides the client information required by the project. In October 2015, SNPHL began performing *C. trachomatis/N. gonorrhoeae* (CT/GC) molecular testing to support SNHD clinical programs. Hepatitis testing is being validated on the Ortho Vitros ECIQ instrument. When complete, hepatitis testing will be moved from the Bio-Rad Evolis instrument, which is 15 years old, to the new ECIQ instrument.
- 2. Epidemiological Testing and Consultation:**
  - A. SNPHL continues to support the disease investigation activities of the SNHD OOE and Nursing Division.
  - B. SNPHL continues to participate in the SNHD Outbreak Investigation Committee and Foodborne Illness Taskforce.
  - C. SNPHL continues to report results of influenza testing to the CDC National Respiratory and Enteric Virus Surveillance System (NREVSS).
  - D. SNPHL supporting 2019 novel Coronavirus outbreak by packaging and shipping specimens to CDC.
- 3. State Branch Public Health Laboratory Testing:**
  - A. SNPHL continues to perform reportable disease isolate testing and confirmation. Isolates submitted by local laboratories are serotyped or confirmed; stored on-site; and results reported and/or samples submitted to CDC through various national programs including Public Health Laboratory Information System (PHLIS), National Antimicrobial Resistance Monitoring System (NARMS), and Influenza Surveillance.
  - B. SNPHL continues to perform CDC Laboratory Response Network (LRN) testing for biological agents on clinical and unknown environmental samples.
  - C. SNPHL currently sends enteric specimens to NSPHL for Whole Genome testing. Staff are currently validating the WGS process in-house.
  - D. SNPHL provides courier services to SNHD public health centers and Southern Nevada hospital or commercial laboratories
- 4. All-Hazards Preparedness:**
  - A. SNPHL continues to participate with SNHD OPHP, local First Responders and sentinel laboratories to ensure support for response to possible biological or chemical agents.
  - B. SNPHL staff continue to receive training on LRN protocols for biological agent confirmation.
  - C. SNPHL maintains sufficient technical laboratory staff competent to perform LRN testing 24 hours per day/7 days per week.
  - D. SNPHL continues to coordinate with First Responders including local Civil Support Team, HazMat, Federal Bureau of Investigation, and Las Vegas Metropolitan Police Department.
  - E. SNPHL continues to provide information to local laboratorians on packaging and shipping infectious substances and chain of custody procedures.

**5. January 2020 SNPHL Activity Highlights:**

- A. Laboratory staff had received an average of approximately 6 hours of training this month.
- B. Clinical laboratory is in the validation process for Hepatitis testing on the Ortho Vitros ECiQ instrument.
- C. Training of SNPHL new hires continues. Interviews will take place in February for the part time Laboratory Assistant position. Request to reopen Laboratory Director position was turned down by Leadership.
- D. SNPHL continues to move forward with mandated transition from PFGE to WGS. The current timeline for WGS testing in-house is March 2020. SNPHL will send one staff member to WGS training in March.
- E. Molecular began Flu surveillance for this Flu season. Specimens are typed in-house and then shipped to CDC as directed.
- F. SNPHL has worked closely with OEDS department and local community partners on the 2019 novel Coronavirus outbreak. Shipped PUI specimens to CDC for PCR testing for 2019 nCov.

**COMMUNITY HEALTH – SNPHL – Fiscal Year Data**

SNPHL Services	Jan 2019	Jan 2020		FY 2018-2019	FY 2019-2020	
Clinical Testing Services <sup>1</sup>	4,443	4,754	↑	35,100	36,111	↑
Epidemiology Services <sup>2</sup>	490	199	↓	2,624	1,177	↓
State Branch Public Health Laboratory Services <sup>3</sup>	52	219	↑	490	1,388	↑
All-Hazards Preparedness Services <sup>4</sup>	10	12	↑	474	879	↑
Environmental Health Services <sup>5</sup>	1	0	↓	2,157	5,210	↑

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1 Includes N. Gonorrhoeae culture, GISP isolates, Syphilis, HIV, CT/GC molecular, Gram stain testing.  
 2 Includes Stool culture, EIA, Norovirus PCR, Respiratory Pathogen PCR, Epidemiological investigations or consultations.  
 3 Includes PFGE, WGS and LRN testing, proficiency samples, reporting to CDC, courier services, infectious substance shipments, teleconferences, trainings, presentations and inspections, samples submitted to CDC or other laboratories.  
 4 Includes Preparedness training, teleconferences, Inspections.  
 5 Includes vector testing



**PAYROLL EARNINGS SUMMARY**  
**December 28, 2019 to January 10, 2020**

	<u>PayPeriod</u>	<u>Calendar Year to Date</u>	<u>Fiscal Year to Date</u>	<u>Budget 2019/20</u>	
CLINICAL SERVICES	\$ 405,195.25	\$ 813,845.56	\$ 5,559,344.75	\$10,638,836.00	52%
ENVIRONMENTAL HEALTH	\$ 454,917.91	\$ 906,907.64	\$ 6,332,570.54	\$11,543,029.00	55%
COMMUNITY HEALTH	\$ 348,654.29	\$ 696,161.77	\$ 4,787,034.56	\$9,730,923.00	49%
ADMINISTRATION	\$ 352,809.85	\$ 777,756.14	\$ 5,358,889.94	\$8,458,339.00	63%
<b>TOTAL</b>	<b>\$1,561,577.30</b>	<b>\$3,194,671.11</b>	<b>\$22,037,839.79</b>	<b>\$40,371,127.00</b>	<b>55%</b>
FTE	578				
Regular Pay	\$ 1,176,526.82	\$ 2,149,199.31	\$ 17,356,995.22		
Training	\$ 19,319.55	\$ 21,954.89	\$ 218,143.57		
Final Payouts	\$ -	\$ 52,285.75	\$ 106,178.29		
OT Pay	\$ 2,835.98	\$ 8,074.87	\$ 88,149.74		
Leave Pay	\$ 350,047.58	\$ 930,902.22	\$ 3,810,717.08		
Other Earnings	\$ 12,847.37	\$ 32,254.07	\$ 457,655.89		
	<b>\$ 1,561,577.30</b>	<b>\$ 3,194,671.11</b>	<b>\$ 22,037,839.79</b>		

  
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 CHIEF HEALTH OFFICER

**BI-WEEKLY OT/CTE BY DIVISION/DEPARTMENT**

**December 28, 2019 to January 10, 2020**

**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>
GO, JOSE F		1.00	\$26.30	TERRIQUEZ, ARTURO	0.75	\$15.35
MCMAHAN, CLAUDE R		3.00	\$174.65			
RUIZ, GEORGE		3.25	\$119.44			
STEVENS, MICHAEL P		8.00	\$294.00			
GALAVIZ, MONICA		2.50	\$124.76			
KEEGAN, DAHLIA J		11.00	\$483.12			
WILCOX, TERESA E		4.00	\$166.98			
Total Administration		<b>32.75</b>	<b>\$1,389.25</b>		<b>0.75</b>	<b>\$15.35</b>

**COMMUNITY 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>
Total Community Health		<b>0.00</b>	<b>\$0.00</b>		<b>0.00</b>	<b>\$0.00</b>

**CLINICAL 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>
ENZENAUER, LIZETTE		6.00	\$270.63	AVALOS, MAYRA L	6.00	\$119.88
PLAIR, TONIA M	FP2_19	1.00	\$41.75	AGUILAR, BECKY S	0.75	\$24.95
CASTILLO, JOCELYN		1.00	\$67.88	ARIAS DE LUJAN, MARIA	0.75	\$30.63
CHONGTAL, LORIZA R		1.00	\$67.88	HILARIO, CHRISTIAN J	0.38	\$10.18
PANALIGAN, TEODORITA		0.75	\$45.95	HODGE, VICTORIA	0.75	\$18.84
VALDIVIESO ESTRADA, ISABEL		0.50	\$24.95	SALOMON, VICKI L	0.38	\$9.67
BURQUEZ AHUJA, LILIA		0.75	\$30.53	SPRANCE GROGAN, CAROLYN S	0.75	\$24.95
CAPURSO, CYNTHIA		1.25	\$76.58	SMITH DENT, MARNITA	1.13	\$30.53
FINCHER, INA B		1.00	\$61.26	GUTIERREZ, SHEILA T	1.50	\$49.91
FRITZMAN, SHERI		1.25	\$76.58			
MATTESON, KIMBERLY A		0.50	\$17.47			
PEREZ, JOSE A		0.50	\$13.15			
PICKERING, SHANNON L	AAMB19/RWAE	4.25	\$217.58			
ESTRADA, PABLO		2.75	\$98.42			
SOY, RONNY C	RWACM19	1.50	\$101.81			
Total Clinical Services		<b>24.00</b>	<b>\$1,212.42</b>		<b>12.38</b>	<b>\$319.54</b>

**BI-WEEKLY OT/CTE BY DIVISION/DEPARTMENT**  
**December 28, 2019 to January 10, 2020**

**Overtime Hours and Amounts**

**Comp Time Hours Earned and Value**

<b>ENVIRONMENTAL HEALTH</b>						
<u>Employee</u>	<u>Project/Grant Charged to</u>	<u>Hours</u>	<u>Amount</u>	<u>Employee</u>	<u>Hours</u>	<u>Value</u>
BANALES, JASON		1.00	\$46.22	BROUNSTEIN, JODI	1.50	\$58.22
SHEFFER, THANH V		2.50	\$118.61	DILLION, KIMBERLY	4.50	\$138.65
DEOCAMPO, CATHERINE N		1.75	\$69.48	FLORES, RACHEL J	3.75	\$112.76
				RICH, VICTORIA	4.13	\$120.78
				WHITING, WILLANDRA C	2.63	\$80.88
				SMITH, JESS W	1.88	\$49.63
<b>Total Environmental Health</b>		<u>5.25</u>	<u>\$234.31</u>		<u>18.38</u>	<u>\$560.91</u>
<b>Combined Total</b>		<u>62.00</u>	<u>\$2,835.98</u>		<u>31.50</u>	<u>\$895.80</u>

**PAYROLL EARNINGS SUMMARY**

**January 11 to 24, 2020**

	<u>PayPeriod</u>	<u>Calendar Year to Date</u>	<u>Fiscal Year to Date</u>	<u>Budget 2019/20</u>	
CLINICAL SERVICES	\$ 399,935.22	\$ 1,215,211.95	\$ 5,960,711.14	\$10,638,836.00	56%
ENVIRONMENTAL HEALTH	\$ 452,263.52	\$ 1,359,171.16	\$ 6,784,834.06	\$11,543,029.00	59%
COMMUNITY HEALTH	\$ 360,995.09	\$ 1,057,156.86	\$ 5,148,029.65	\$9,730,923.00	53%
ADMINISTRATION	\$ 363,526.56	\$ 1,145,703.21	\$ 5,726,837.01	\$8,458,339.00	68%
<b>TOTAL</b>	<b>\$1,576,720.39</b>	<b>\$4,777,243.18</b>	<b>\$23,620,411.86</b>	<b>\$40,371,127.00</b>	<b>59%</b>
FTE	584				
Regular Pay	\$ 1,257,220.41	\$ 3,407,010.12	\$ 18,614,806.03		
Training	\$ 7,908.68	\$ 29,863.57	\$ 226,052.25		
Final Payouts	\$ 869.73	\$ 53,996.25	\$ 107,888.79		
OT Pay	\$ 7,591.06	\$ 15,665.93	\$ 95,740.80		
Leave Pay	\$ 291,893.78	\$ 1,222,983.43	\$ 4,102,798.29		
Other Earnings	\$ 11,236.73	\$ 47,723.88	\$ 473,125.70		
	<b>\$ 1,576,720.39</b>	<b>\$ 4,777,243.18</b>	<b>\$ 23,620,411.86</b>		



CHIEF HEALTH OFFICER

**BI-WEEKLY OT/CTE BY DIVISION/DEPARTMENT**

**January 11 to 24, 2020**

**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>
MCPAHAN, CLAUDE R		14.00	\$815.01	KREMER, NAMI O	0.38	\$9.19
NESZMERY, MICHAEL		14.00	\$698.67			
PALMER, MICHAEL J		14.00	\$698.67			
RUIZ, GEORGE		4.50	\$165.38			
STEVENS, MICHAEL P		8.00	\$294.00			
VEGA, LEONARDO		14.00	\$698.67			
BOJORQUEZ, IBETH		12.00	\$583.74			
DUNN, STEPHANIE L		4.25	\$152.11			
GALAVIZ, MONICA		19.00	\$948.20			
KEEGAN, DAHLIA J		8.00	\$351.36			
OAKLEY, FRANCINE R		2.50	\$112.76			
ZIELINSKI, LYNDAS		20.00	\$1,225.20			
Total Administration		<b>134.25</b>	<b>\$6,743.77</b>		<b>0.38</b>	<b>\$9.19</b>

**COMMUNITY 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>
Total Community Health		<b>0.00</b>	<b>\$0.00</b>		<b>0.00</b>	<b>\$0.00</b>

**CLINICAL 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>
DOMINGUEZ, LILIANA		0.50	\$14.59	AGUILAR, BECKY S	0.38	\$12.48
PLAIR, TONIA M	FP2_19	5.50	\$229.60	ARIAS DE LUJAN, MARIA	0.38	\$15.32
CASTILLO, JOCELYN		0.50	\$33.94	HODGE, VICTORIA	0.75	\$18.84
CHONGTAI, LORIZA R		0.25	\$16.97	HOMER, ANNMARIE	0.38	\$12.48
BURQUEZ AHUJA, LILIA		1.00	\$40.71	SPRANCE GROGAN, CAROLYN S	0.38	\$12.48
MATTESON, KIMBERLY A		0.25	\$8.73	WOODS, ROSANNA	2.25	\$87.32
MERCADO, YAREM E		0.50	\$13.15	GUTIERREZ, SHEILA T	0.38	\$12.48
ESTRADA, PABLO		4.50	\$161.06			
OREA-VALENCIA, MIRELLY		1.00	\$27.68			
ORTEGA, TAIMI	HCNAP_20	1.00	\$27.05			
Total Clinical Services		<b>15.00</b>	<b>\$573.48</b>		<b>4.88</b>	<b>\$171.38</b>

**BI-WEEKLY OT/CTE BY DIVISION/DEPARTMENT**

**January 11 to 24, 2020**

**Overtime Hours and Amounts**

**Comp Time Hours Earned and Value**

**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>
BANALES, JASON		1.00	\$46.22	BROUNSTEIN, JODI	0.75	\$29.11
HERNANDEZ, STEPHANIE		1.75	\$69.48	CASTRO, SHANAE C	4.50	\$138.65
SHARIF, RABEA		1.75	\$80.88	HINSEN, JUSTIN B	4.13	\$109.19
SHEFFER, THANH V		1.00	\$47.45	KNOWLES, MIKKI M	5.25	\$170.26
DEOCAMPO, CATHERINE N		0.75	\$29.78	MORENO, KRISTINA N	1.88	\$52.18
				RAMAKRISHNAN, VEENA	7.13	\$208.62
				ROBINSON, GARY P	1.88	\$62.38
				TURNER, KAILA J	2.25	\$64.26
				LEWIS, BRITTANY D	2.63	\$87.33
				SMITH, JESS W	3.00	\$79.41
Total Environmental Health		<u>6.25</u>	<u>\$273.81</u>		<u>33.38</u>	<u>\$1,001.39</u>
Combined Total		<u>155.50</u>	<u>\$7,591.06</u>		<u>38.63</u>	<u>\$1,181.96</u>