



Memorandum

Date: March 26, 2020

To: Southern Nevada District Board of Health

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

RE: Administration Division Monthly Report – February 2020

ADMINISTRATION Facilities - Fiscal Year Data

Monthly Work Orders	Feb 2019	Feb 2020		YTD FY19	YTD FY20	
Maintenance Responses	159	203	↑	1256	1297	↑
Electrical Work Orders	6	8	↑	71	60	↓
HVAC Work Orders	10	13	↓	82	63	↓
Plumbing Work Orders	2	5	↑	18	47	↑
Preventive Maintenance	20	27	↑	106	152	↑
Security Responses	526	900	↑	4494	5426	↑

ADMINISTRATION Information Technology - Fiscal Year Data

Service Requests	Feb 2019	Feb 2020		YTD FY19	YTD FY20	
Service Requests Completed	492	652	↑	3879	4467	↑
Service Requests Opened	486	664	↑	3934	4492	↑
Service Requests Open over 30 days	83	82	↓	973	680	↑

Information Services System Availability 24/7	Feb 2019	Feb 2020		YTD FY19	YTD FY20	
Total System	99.92	98.72	↓	99.87	99.16	↓

Total Monthly Work Orders by Department	Feb 2019	Feb 2020		YTD FY19	YTD FY20	
Administration	180	201	↑	1423	1526	↑
Community Health	79	162	↑	612	949	↑
Environmental Health	85	104	↑	700	801	↑
Clinical Services	148	185	↑	1144	1191	↑

First Call Resolution & Lock-Out Calls	Feb 2019	Feb 2020		YTD FY19	YTD FY20	
Total number of calls received	486	664	↑	3934	4492	↑
Number of first call resolutions	0	6	↑	28	16	↓
Number of Lock-out calls	7	6	↓	65	56	↓

ADMINISTRATION Finance - Fiscal Year Data

Total Monthly Work Orders by Department	Feb 2019	Feb 2020		YTD FY19	YTD FY20	
Grants Pending – Pre-Award*	5	7	↑	37	51	↑
Grants in Progress – Post-Award**	9	12	↑	76	83	↑
Purchase Orders Issued	180	206	↑	1594	1814	↑

* 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-Interns/Clinical Rotations/Residents/Fellows	February 2020	Fiscal YTD
Internships-Total Interns ¹	25	123
Internship Hours ²	1,032	6,306

¹ Total number of monthly interns includes 4 semester-long students (January-May 2020).

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

Orientations:

- 3 orientations provided for 4 Touro Physician Assistant Students, 2 UNLV Internal Medicine Residents, and 4 UNLV Nursing Students

Academic Affairs:

- Academic Affairs Committee Meeting
- Attended Accreditation Council of Graduate Medical Education (ACGME) Conference
- 2 Intern Meetings
- Health District After Dark (HDAD) Committee Meeting

Projects in Progress/Other Items:

- Academic Health Department (AHD) Joint Advisory Committee (JAC), March 11, Calico Hills Conference Room, 10:00am-Noon
- 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:

- 02.03.2020: February is American Heart Month
- 02.02.2020: Clark County patient tests negative for novel coronavirus

Media Contacts:

- 02.28.2020: Deadspin.com; COVID-19 and WSOP
- 02.28.2020: KNPR-FM/State of Nevada: COVID-19 information
- 02.28.2020: Las Vegas Sun: COVID-19 general
- 02.27.2020: Las Vegas Sun: Medical supply chain
- 02.27.2020: KBLR-TV 39/Telemundo: COVID-19 (a different request)
- 02.27.2020: KBLR-TV 39/Telemundo: Preparing for COVID-19
- 02.27.2020: KLAS-TV 8: Surgical versus N-95 masks
- 02.26.2020: CardChat.com: COVID-19 and the World Series of Poker
- 02.26.2020: KVVU-TV 5: COVID-19 preparedness plans
- 02.25.2020: Las Vegas Review-Journal Public accommodations inspection report
- 02.25.2020: Politico: COVID-19
- 02.25.2020: Telemundo: COVID-19
- 02.25.2020: Daily Beast: Apprehensions about Shen Yun dance troupe performance
- 02.25.2020: KVVU-TV 5: Preparations for COVID-19
- 02.24.2020: KLAS-TV 8: Flu
- 02.18.2020: Philippine Times/Las Vegas: Coronavirus
- 02.14.2020: Veterans Reporter News: Coronavirus update
- 02.14.2020: KSNV-TV 3: Flu update
- 02.12.2020: KINC-TV 15/Univision: Flu deaths
- 02.12.2020: KBLR-TV 39/Telemundo: Flu deaths
- 02.12.2020: City of Las Vegas/Channel 2: Coronavirus
- 02.12.2020: KSNV-TV 3: Coronavirus laboratory test kits
- 02.12.2020: Las Vegas Review-Journal: Flu update
- 02.12.2020: KLAS-TV 8: Coronavirus laboratory test kits
- 02.12.2020: Reno Gazette-Journal: Coronavirus traveler monitoring
- 02.12.2020: KLAS-TV 8: Flu deaths/update
- 02.12.2020: KVVU-TV 5: Flu deaths, coronavirus update
- 02.11.2020: City of Las Vegas/Channel 2: Vaping
- 02.11.2020: KVVU-TV 5: Update on coronavirus traveler monitoring
- 02.11.2020: KBLR-TV 39/Telemundo: Coronavirus test kits
- 02.11.2020: Nevada Current: Coronavirus testing information
- 02.10.2020: CNN: CES conference attendees/coronavirus
- 02.10.2020: KSNV-TV 3: Coronavirus/Traveler monitoring
- 02.10.2020: KLAS-TV 8: Coronavirus/Laboratory test kit
- 02.10.2020: Nevada Current: Coronavirus update
- 02.10.2020: Las Vegas Review-Journal: Coronavirus update
- 02.10.2020: KTNV-TV 13: Environmental fee increases
- 02.10.2020: EVTV/East Career Technical Academy: Immunizations
- 02.06.2020: KBLR-TV 39/Telemundo: Korea Air flight diversion
- 02.04.2020: KLAS-TV 8: American Heart Month
- 02.03.3030: Arizona PBS/Cronkite News: Youth suicide
- 02.03.2020: Las Vegas Review-Journal: American Heart Month/Barbershop Outreach
- 02.03.2020: KVVU-TV 5: American Heart Month

Press:

- 02.29.2020: Las Vegas Sun: <https://lasvegassun.com/news/2020/feb/29/southern-nevada-health-officials-alert-coronavirus/>
- 02.29.2020: KLAS-TV 8: <https://www.8newsnow.com/news/local-news/nevadans-stress-collaboration-when-it-comes-to-fighting-covid-19/>
- 02.28.2020: Nevada Independent: <https://thenevadaindependent.com/article/no-coronavirus-cases-confirmed-in-nevada-but-state-officials-prepare-for-potential-outbreak>
- 02.28.2020: Las Vegas Sun: <https://m.lasvegassun.com/news/2020/feb/28/what-you-need-to-know-about-coronavirus/>
- 02.28.2020: Kaiser Health News: <https://khn.org/morning-breakout/how-do-state-local-health-departments-already-stretched-to-capacity-accommodate-a-pandemic/>
- 02.28.2020: KVVU-TV 5: https://www.fox5vegas.com/news/gov-sisolak-says-nevada-is-preparing-for-coronavirus-no-cases/article_b5197f6a-5a97-11ea-860b-537bc683eb1a.html
- 02.28.2020: KXNT-AM: <https://kxnt.radio.com/articles/news/summerlin-school-reopens-following-norovirus-outbreak>
- 02.28.2020: KNPR-FM: <https://knpr.org/headline/2020-02/las-vegas-school-closed-due-illnesses-stomach-bug>
- 02.27.2020: Pahrump Valley Times: <https://pvtimes.com/news/coronavirus-advice-for-las-vegas-prepare-for-worst-but-dont-panic-81643/>
- 02.27.2020: Las Vegas Sun: <https://lasvegassun.com/news/2020/feb/27/business-coronavirus-not-curb-las-vegas-tourism/>
- 02.27.2020: LVRJ: <https://www.reviewjournal.com/news/education/summerlin-charter-school-to-close-friday-after-students-fall-ill-1967920/>
- 02.27.2020: KLAS-TV 8: <https://www.8newsnow.com/news/ccsd-works-with-snhd-to-spread-coronavirus-preventative-message-parents-should-keep-sick-children-home/>
- 02.27.2020: KLAS-TV 8: <https://www.8newsnow.com/news/local-news/doral-academy-red-rock-elementary-to-close-friday-as-snhd-investigates-cluster-of-gastrointestinal-illnesses/>
- 02.27.2020: KTNV-TV 13: <https://www.ktnv.com/news/coronavirus-school-response-and-travel-tips>
- 02.27.2020: KTNV-TV 13: <https://www.ktnv.com/news/clark-county-school-health-district-share-coronavirus-emergency-plans>
- 02.27.2020: KSNV-TV 3: <https://news3lv.com/news/local/health-district-investigates-cluster-of-gastrointestinal-illnesses-at-west-valley-school>
- 02.27.2020: KSNV-TV 3: <https://news3lv.com/news/local/southern-hills-hospital-has-measures-in-place-if-coronavirus-appears>
- 02.26.2020: LVRJ: <https://www.reviewjournal.com/life/health/coronavirus-advice-for-las-vegas-prepare-for-worst-but-dont-panic-1966930/>
- 02.26.2020: KNPR: <https://knpr.org/headline/2020-02/health-district-announces-6-flu-deaths-february>
- 02.26.2020: KLAS-TV 8: <https://www.8newsnow.com/coronavirus/southern-nevada-health-district-talks-being-prepared-for-coronavirus/>
- 02.26.2020: KVVU-TV 5: https://www.fox5vegas.com/news/southern-nevada-health-district-prepares-for-coronavirus-outbreak/article_2f08aae2-58fb-11ea-9195-4b0c322deabf.html
- 02.25.2020: Nevada Current: <https://www.nevadacurrent.com/blog/so-nevada-among-metro-areas-still-lacking-covid-19-test-kits/>

- 02.25.2020: LVRJ: <https://www.reviewjournal.com/local/local-nevada/5-more-flu-deaths-reported-in-clark-county-1965655/>
- 02.25.2020: KVVU-TV 5: https://www.fox5vegas.com/news/businesses-in-chinatown-feel-economic-impact-of-coronavirus/article_14873b10-583e-11ea-823d-3310c8704637.html
- 02.25.2020: KTNV-TV 13: <https://www.ktnv.com/news/snhd-5-more-people-have-died-from-flu-in-clark-county>
- 02.24.2020: KVVU-TV 5: https://www.fox5vegas.com/news/health-district-reports-total-flu-deaths-so-far-in-clark/article_13474fda-5797-11ea-bce8-9b9ca0a846f7.html
- 02.24.2020: KLAS-TV 8: <https://www.8newsnow.com/news/local-news/snhd-reports-six-new-flu-related-deaths-total-number-this-season-is-31/>
- 02.24.2020: KSNV-TV 3: <https://news3lv.com/news/local/five-more-flu-deaths-reported-in-southern-nevada-total-rises-to-31>
- 02.21.2020: Vegas PBS/Nevada Week: <https://www.vegaspbs.org/blogs/nevada-week-season-2/preparing-for-mass-disease/>
- 02.18.2020: LVRJ: <https://www.reviewjournal.com/local/local-las-vegas/henderson-couple-at-very-low-risk-for-coronavirus-after-asia-cruise-1960524/>
- 02.15.2020: KVVU-TV 5: https://www.fox5vegas.com/news/local/health-district-more-flu-deaths-reported-in-clark-county-bringing/article_68330816-5005-11ea-93d6-7fc51214d27a.html
- 02.15.2020: KLAS-TV 8: <https://www.8newsnow.com/news/local-news/multiple-flu-deaths-bring-season-total-to-26/>
- 02.14.2020: KSNV-TV 3: <https://news3lv.com/news/local/snhd-more-than-twice-the-number-of-flu-related-hospitalizations-this-year-than-last-year>
- 02.12.2020: KSNV-TV 3: <https://news3lv.com/news/local/cdc-performance-issues-reported-in-novel-coronavirus-kit-could-impact-local-testing>
- 02.12.2020: KTNV-TV 13: <https://www.ktnv.com/news/snhd-11-southern-nevada-flu-deaths-in-one-week-24-so-far-this-season>
- 02.12.2020: KLAS-TV 8: <https://www.8newsnow.com/news/local-news/health-district-reports-11-flu-deaths-in-1-week/>
- 02.12.2020: KVVU-TV 5: https://www.fox5vegas.com/news/local/health-district-reports-flu-related-deaths-in-clark-county-in/article_0276a90c-4dd4-11ea-b66c-f3f92e4f5124.html
- 02.12.2020: Mohave Daily News: http://www.mohavedailynews.com/laughlin-times/despite-negative-test-health-district-staying-vigilant/article_497a3068-4e2d-11ea-9835-17e9014937dc.html
- 02.12.2020: Reno Gazette Journal: <https://www.rgj.com/story/news/2020/02/12/nevada-residents-quarantined-home-coronavirus-monitoring/4743056002/>
- 02.12.2020: LVRJ: <https://www.reviewjournal.com/life/health/11-new-flu-deaths-in-clark-county-push-seasonal-total-to-34-1956075/>
- 02.11.2020: KNPR-AM/FM: <https://knpr.org/headline/2020-02/clark-county-residents-self-quarantine-after-returning-mainland-china>
- 02.11.2020: KXNT-AM/FM: <https://kxnt.radio.com/articles/news/snhd-monitoring-several-clark-cty-residents-for-coronavirus>
- 02.11.2020: Nevada Current: <https://www.nevadacurrent.com/blog/health-district-to-announce-only-positive-tests-for-coronavirus/>
- 02.10.2020: KLAS-TV 8: <https://www.8newsnow.com/video/southern-nevada-health-district-stepping-up-screening-measures-for-coronavirus/4316400/>
- 02.10.2020: KSNV-TV 3: <https://news3lv.com/news/local/health-district-to-monitor-clark-county-residents-returning-from-mainland-china>

- 02.10.2020: KVVU-TV 5: https://www.fox5vegas.com/news/clark-county-residents-returning-from-china-monitored-for-coronavirus/article_0b9b6d76-4c42-11ea-9346-73c82e4d4e4f.html
- 02.10.2020: KLAS-TV 8: <https://www.8newsnow.com/news/local-news/snhd-receives-cdc-developed-test-kit-for-coronavirus/>
- 02.10.2020: LVRJ: <https://www.reviewjournal.com/life/health/health-district-monitoring-clark-county-residents-for-coronavirus-1954840/>
- 02.10.2020: Nevada Current: <https://www.nevadacurrent.com/blog/so-nv-officials-monitoring-residents-returning-from-china-for-coronavirus/>
- 02.07.2020: KNPR-AM/FM: <https://knpr.org/knpr/2020-02/smoke-or-not-smoke-casinos>
- 02.06.2020: KLAS-TV 8: <https://www.8newsnow.com/news/local-news/february-is-heart-month-simple-steps-to-a-healthier-you/>
- 02.04.2020: Carson City Now: <https://carsonnow.org/story/02/04/2020/carson-city-health-officials-closely-monitoring-coronavirus-southern-nevada-test-re>
- 02.03.2020: LVRJ: <https://www.reviewjournal.com/life/health/2-new-flu-deaths-reported-in-clark-county-1950059/>
- 02.02.2020: KVVU-TV 5: https://www.fox5vegas.com/news/clark-county-patient-tests-negative-for-novel-coronavirus-in-las/article_8cd1bc04-4609-11ea-88ae-e3d56f24d1b0.html
- 02.02.2020: KTNV-TV 13: <https://www.ktnv.com/news/snhd-clark-county-patient-tests-negative-for-novel-coronavirus>
- 02.02.2020: Reno Gazette Journal: <https://www.rgj.com/story/news/2020/02/02/coronavirus-southern-nevada-patient-tests-negative/4641798002/>
- 02.02.2020: LVRJ: <https://www.reviewjournal.com/local/local-las-vegas/clark-county-patient-tests-negative-for-coronavirus-health-district-says-1949154/>
- 02.02.2020: Cedar City News: <https://www.cedarcityutah.com/news/archive/2020/02/02/prc-vegas-patient-tests-negative-for-new-virus-first-wuhan-virus-death-reported-outside-china/#.Xji1TE9Kjcs>
- 02.02.2020: Las Vegas Sun: <https://lasvegassun.com/news/2020/feb/02/las-vegas-resident-tests-negative-for-coronavirus/>
- 02.02.2020: St. George News: <https://www.stgeorgeutah.com/news/archive/2020/02/02/prc-vegas-patient-tests-negative-for-new-virus-first-wuhan-virus-death-reported-outside-china/#.Xjhqj09Kjcs>

Products Completed:

- COVID-19 talking points
- Expect Respect event logo
- Breakdown myths and facts flyer
- 2019 Academic Affairs Report
- SNCHC registration documents
- COVID-19 prevention tip graphics for social media
- Cover page for Crumrine Award application
- COVID-19 "should I wear a mask?" infographic
- Move Your Way Youth Program Sponsorship flyer
- Added SNCHC look to fee schedule presentation
- Updated BabyFest flyer with additional sponsors
- Community *Legionella* Workshop flyer
- Mockups of signage options for new Henderson office

- Revised after-hours phone message and new "high volume of calls" message for SNCHC
- Condom Survey
- Updated norovirus info sheet with new COVID-19 language
- Voice greetings for SNCHC phone tree
- Crush ad for Spectrum magazine
- District Dish – Jan/Feb/Mar Issue
- Crush ad for Spectrum magazine
- "PrEPing for Change" and "U=U" graphics for phone charging lockers
- BreakDown t-shirt design
- Prepped for Barbershop Outreach interview
- Taking Valentine's Day to the Next Healthy Level blog and Perspective email blast
- Updated Food Safety Partnership Meeting flyer with new dates
- Clark County Medical Society Article
- COVID-19 Briefing Document
- Health District After Dark April 2020 flyer
- New SNCHC clinic hours signs
- #BreatheNSC water bottle imprint
- BeSHOP outreach posters with new dates
- SNCHC banner for side of building
- "Not without my consent" t-shirt design
- Coordinate set-up for heart health month
- Childcare/School guide for 2019 novel coronavirus
- Prepped staff for Cronkite News youth suicide interview
- Updated RMCDC COVID-19 FAQs
- Updated COVID-19 content on SharePoint

Advertising Placed:

- Gay Vegas and FAB magazine ads for March 2020
- Las Vegas Kids Directory BabyFest ad for Mar-Apr 2020

Social Media Summary:

- Researched, created, and posted 104 social media messages for:
 - COVID-19
 - HIV AIDS Awareness Day
 - American Heart Month
 - Mobile Clinic
 - Flu
 - SNCHC
 - Foodie Friday
 - Black HIV/AIDS Awareness Day
 - Barbershop Outreach Project
 - National Condom Week
 - Foodie Friday
 - Help Your Heart Tour & Tasting
- Created COVID-19 social media messages for CERC

Website Updates/Postings:

- CDC COVID-19 health update
- 1-23-20 SNCHC minutes

- Removed EMS Procedure Manual
- 2-20-20 BOH meeting video
- Updated EH Fee Schedule
- 2-27-20 SNCHC agenda attachments
- Updated BabyFest page with additional sponsors
- Closure notifications
- Updated HIV testing locations
- Updated SNCHC pages with 720-759-1700 number
- Removed "members" section of SNIPP page
- Modified listing under Training Centers in EMS section
- Posted week 7 influenza surveillance report
- Added new community calendar plugin to GetHealthyClarkCounty.org
- Food Handler Safety Training
- Switched out VAR forms
- SNCHC
- BOH

Translation/Interpretation Services:

- Reviewed FQHC Registration and Consent Form
- Condom Survey
- Reviewed SNCHC Client Complaint Form
- Reviewed translation for School District

Community Outreach:

- Outreach materials for health fair at Premier Urgent Care
- 02.21.2020: Latin Chamber of Commerce Healthcare & Business Luncheon

Meetings of Note:

- 02.28.2020: CDC Returning Traveler conference call
- 02.28.2020: COVID-19 PIO call
- 02.27.2020: Desert Pines Hospitality Program partner meeting
- 02.26.2020: CDC Returning Traveler conference call
- 02.26.2020: COVID-19 OPS briefing
- 02.24.2020: CDC COVID-19 conference call
- 02.24.2020: COVID-19 planning meeting
- 02.24.2020: EEC meeting
- 02.24.2020: NIIW planning meeting
- 02.24.2020: Meeting with Mammovan Outreach Coordinator
- 02.21.2020: Barbershop Outreach media interview at Masterpiece Barbershop
- 02.21.2020: CDC COVID-19 media briefing
- 02.20.2020: NPHA Conference Planning Committee meeting
- 02.19.2020: Administration Division Roundtable
- 02.19.2020: Community Engagement Plan meeting
- 02.19.2020: CDC COVID-19 briefing
- 02.19.2020: ICS COVID-19 briefing
- 02.18.2020: CDC COVID-19 briefing
- 02.18.2020: Senator Cortez Masto Coronavirus briefing
- 02.18.2020: Accreditation meeting
- 02.18.2020: How to Buy an Online Ad webinar
- 02.14.2020: CDC media briefing for COVID-19

- 02.13.2020: Get Health Clark County/Viva Saludable meeting
- 02.13.2020: ICS COVID-19 briefing
- 02.12.2020: CDC media briefing for COVID-19
- 02.11.2020: Quality Improvement meeting
- 02.11.2020: Foodborne Illness Self-Reporting Campaign meeting
- 02.10.2020: CDC briefing for COVID-19
- 02.10.2020: Illegal Vending meeting
- 02.06.2020: NPHA conference call
- 02.06.2020: Southern Nevada Complete County meeting
- 02.03.2020: 2020 Baby Fest planning meeting
- 02.03.2020: Nevada Resort Association/LVCVA conference call
- 02.03.2020: CDC 2019 Novel Coronavirus conference call

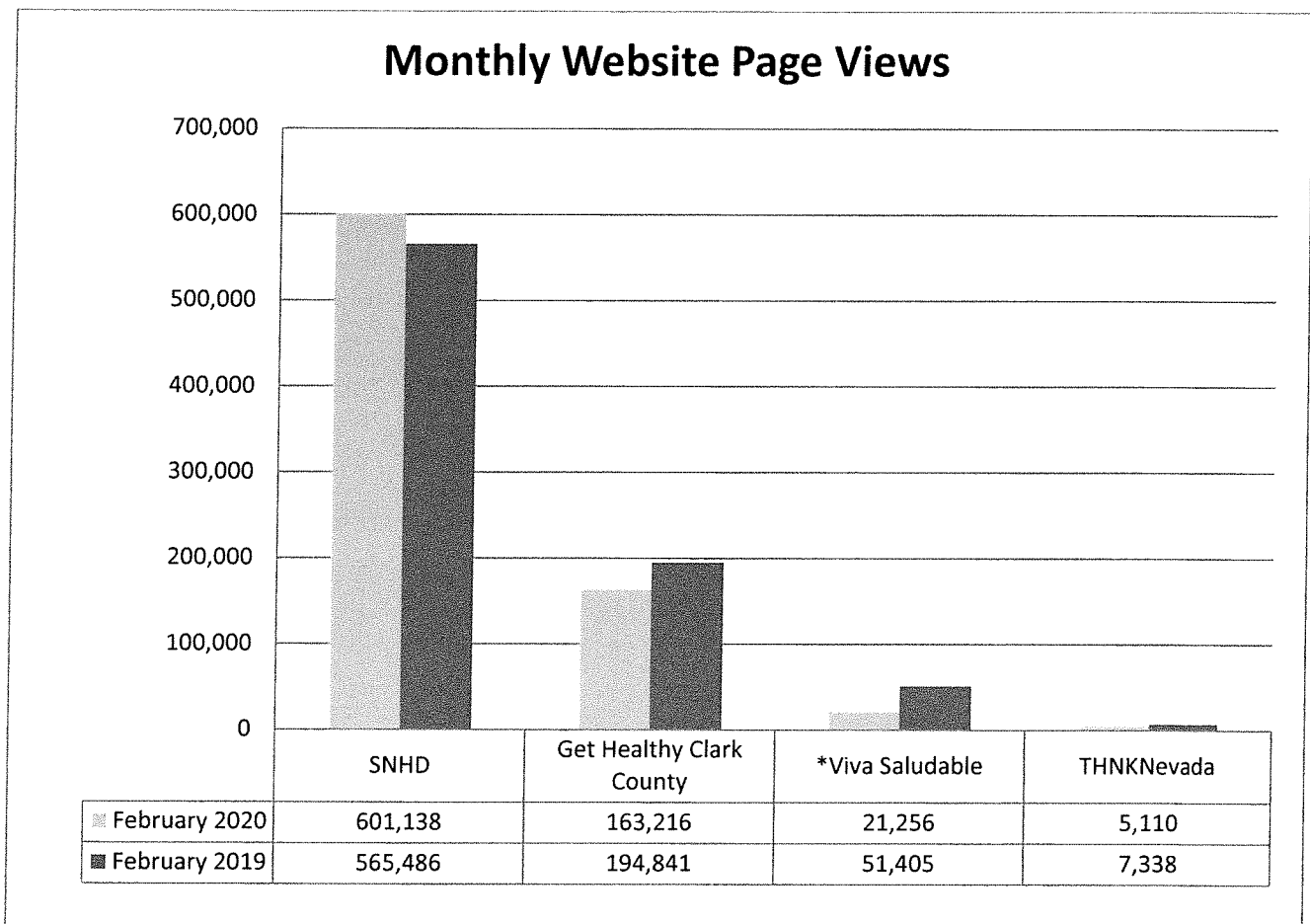
Media, Collateral and Community Outreach Services	Feb. 2019	Feb. 2020		YTD FY19	YTD FY20	
Media - Print Articles	23	26	↑	201	329	↑
Media - Broadcast stories	22	41	↑	121	224	↑
Collateral - Advertising/Marketing Products	29	32	↑	213	271	↑
Community Outreach - Total Volunteers ¹	22	25	↑			
Community Outreach - Volunteer Hours	1,011	1,218	↑	10,128	11,486	↑

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

Social Media Services		Feb. 2019	Feb. 2020		YTD FY19	YTD FY20
*Facebook SNHD	Likes	4,037	4,800	↑	4,037	4,800
*Facebook GHCC	Likes	5,784	5,835	↑	5,784	5,835
*Facebook SHC	Likes	1,744	1,696	↓	1,744	1,696
*Facebook THINK/UseCondomSense	Likes	6,008	5,837	↓	6,008	5,837
*Facebook SNHD THINK Project	Likes	46	49	↑	46	49
Facebook Food Safety	Likes	22	24	↑	22	24
*Instagram SNHD	Followers	645	1,287	↑	645	1,287
*Instagram Food Safety	Followers	269	357	↑	269	357
*Twitter EZ2Stop	Followers	408	419	↑	408	419
*Twitter SNHDflu	Followers	899	1,014	↑	899	1,014
*Twitter Food Safety	Followers	50	62	↑	50	62
*Twitter GetHealthyCC	Followers	329	346	↑	329	346
*Twitter SNHDinfo	Followers	2,955	3,666	↑	2,955	3,666

*Twitter TuSNHD	Followers	253	275	↑	253	275
*Twitter THNK/ UseCondomSense	Followers	715	726	↑	715	726
*Twitter SoNVTraumaSyst	Followers	114	123	↑	114	123
YouTube SNHD	Views	11,000	89,125	↑	78,730	638,744
YouTube THNK/UseCondomSense	Views	338	469	↑	1,709	4,094

*Facebook, Instagram and Twitter numbers are not cumulative.



*Viva Saludable website moved to a new CMS to better block hacking attempts. Page counts should equalize in March 2020.

ADMINISTRATION Human Resources Monthly Report – Feb 2020

Employment/Recruitment:

- 4 New Hires, including 0 rehires
- 583 active employees as of February 29, 2020
- 3 Terminations, including 1 retirement
- 4 Promotions, including 2 Flex-reclass

- 0 Lateral Transfers
- 0 Demotions
- 61 Interviews (30.5 hours)
- 0 sign-language interpreter set ups
- 7 Translator Tests conducted
- 10 job offers extended
- 10 recruitments posted
- Turnover rates
 - Administration – 0.80%
 - Clinical Services – 0.00%
 - Community Health – 0.69%
 - Environmental Health – 0.63%
- 19 Other Personnel Change forms processed
- 24 Evaluations received and recorded in One Solution
- Total number of vacancies: 57.9 FTEs
- Total number of positions in recruitment: 22.9 FTEs

Director of Human Resources and Organizational Development

- Investigations: 6 hours
- Organizational Development: 17 hours
- Training Development: 6 hours
- Meetings with employees: 12 hours
- Committee/Team/Employee engagement meetings: 37 hours
- Leadership Meetings: 13 hours (includes FQHC)
- Leadership reports/plans/projects: 25 hours

FMLA and ADA

- FMLA hours used: 1,387.75 hours
- FMLA leave requests:
 - New: 12
 - Return to Work: 5
 - Conversations to discuss FMLA, ADA and other leave questions: 20
- FMLA cases open (# of employees):
 - Short-term/Long-term intermittent: 36
 - Block of FMLA leave: 16
- Number of donated leave requests/paperwork processed: 0
- ADA/Ergonomic Assessment: 6 requests for accommodations/ 7 meetings with follow-up

Employee Benefits

- Benefit Orientation (02/26/2020): 9 employees
- Benefits processed:
 - New Hires: 3
 - Changes: 4
 - Terminations: 3
- Mass Mutual 1:1's for employees with Janet Corral (02/10/2020): 13

- Retirement meetings one-on-one, includes 457(b) and PERS pension/advice and counsel: 11
- Retirement—processed withdrawals/rollovers/purchase of service credit/new accounts: 14
- Health Insurance
 - Processed health insurance changes, TASC/Guardian meetings, claim submissions: 21 employees

Employee/Labor Relations (Erika Bustinza)

- 3 Coaching & Counseling, 0 Verbal Warnings, 0 Written Warnings, 0 Suspension, 0 Final Written Warnings, 0 Termination, and 0 Probationary Releases
- 5 Grievances
- 0 Arbitrations
- 2 hours of Labor Meetings (with Union)
- 80 hours Investigatory Meetings
- 6 Investigations
- 28 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)

Clerical Activity (Amanda Shore)

Filing: 4.75 hours

FQHC: 8.5 hours (putting together paperwork for FQHC employee files)

Recruitment: 4.75 hours

Records Information Management: 12.25 hours

- Digitalizing terminated employee files
- Updating FMLA logs
- Took 6 boxes to confidential shred

SharePoint: 8 hours

Temporary employee logs: 3 hours

Create benefit folders, ADA folders and new hire folders

Trainings/Meetings Attended by Staff:

- 2 Position Control Meetings – (Kimberly Monahan, Adriana Alvarez & Scott Witherall)
- Grant Meeting – Zero Suicide (1 hour) – (Kimberly Monahan)
- Credentialing meeting (1 hour) – (Kimberly Monahan)
- Meetings with Managers (1 hour) – (Kimberly Monahan)
- WEBINAR: HRSA Nurse Corp Site POC (1.5 hours) – (Kimberly Monahan)
- WEBINAR: National Provider Data Base (1 hour) – (Kimberly Monahan)
- Department of Employment, Training and Rehabilitation (DETR) Training (Erika Bustinza)

Committee Meetings Attended by Staff:

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

Projects in Progress/Other items

- SharePoint Human Resources Site update

- Per Diem Pool with Maxim – (Adriana Alvarez)
- Temp Agency Coordination – (Adriana Alvarez)
- On-boarding notification to IT for New hires – (Adriana Alvarez)
- Background screening follow up for complicated backgrounds (1.5 hours) – (Kimberly Monahan)
- Psychiatric APRN Job Description (1 hour) – (Kimberly Monahan)

Worker's Compensation (PACT)

- Number of Workers Comp cases for the month: 0 (non-OSHA recordable) and 1 (OSHA recordable)
- Number of Open Cases: 4
- Number of Cases in final closing: 1

Risk Management (POOL)

- Number of new Risk Management cases for the month: 0
- Number of open cases: 3

Human Resources Supervisor Employee/Labor Relations

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

Trainings/Meetings Attended by Staff:

- 4th Credentialing meeting
- 6th FQHR -Credentialing Review
- 10th Accommodation Request Meeting
- 11th JAN Webcast Current Events in Accommodation
- 12th Compliance committee meeting
- 12th POOL/PACT Absorb login meeting
- 13th ICS Meeting
- 14th ICS Meeting Briefing
- 17th FQHC Quality Management Coordinator interviews
- 18th FMLA Update Meeting
- 18th Accreditation Meeting
- 19th Health Insurance Rates Meeting
- 20th NPDB Querying Webcast
- 21st Employee Exit Interview
- 21st Accommodation Meeting
- 24th FQHC OSV Prep Meeting

- 24th COOP Update Meeting
- 25th Recruitment Strategy Meeting
- 25th Recruitment Activities Planning Meeting
- 26th ICS Logistics Meeting
- 26th COVID-19 OPS Brief
- 27th FQHC Exit Conference
- 27th Recruiting: Remote Work
- 28th COVID Update

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 validation on the Ortho Vitros ECIQ instrument is complete and hepatitis testing is moving 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 testing in-house with the CDC Real Time PCR kit. Presumptive positives are sent to CDC for confirmation.
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. SNPHL trained over 60 local fire fighters in the role SNPHL plays in responding to a BT event and how to collect the correct sample for testing.
 - 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.
- F. SNPHL sent out several emails to local sentinel laboratories with CDC guidelines for COVID-19 specimen collection, proper handling and biosafety.

5. February 2020 SNPHL Activity Highlights:

- A. Laboratory staff had received an average of approximately 10 hours of training this month.
- B. Clinical laboratory completed the validation process for Hepatitis testing on the Ortho Vitros ECIQ instrument and will switch from the BioRad Evolis to the Vitros ECIQ instrument.
- C. Training of SNPHL new hires continues. A part time laboratory assistant was hired and started February 24, 2020. A new full-time laboratory technologist starts March 2, 2020.
- 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 is working closely with OEDS department and local community partners on the 2019 novel Coronavirus outbreak. The CDC Real Time PCR kit was verified in-house on February 26, 2020. Three Person Under Investigation (PUI) specimens were tested on February 29, 2020.

COMMUNITY HEALTH – SNPHL – Fiscal Year Data

SNPHL Services	Feb 2019	Feb 2020		FY 2018-2019	FY 2019-2020	
Clinical Testing Services ¹	4,585	4,224	↓	39,685	40,335	↑
Epidemiology Services ²	313	127	↓	2,937	1,304	↓
State Branch Public Health Laboratory Services ³	71	216	↑	561	1,604	↑
All-Hazards Preparedness Services ⁴	95	19	↓	569	900	↑
Environmental Health Services ⁵	0	0	=	2,157	5,210	↑

1 Includes N. Gonorrhoeae culture, GISP isolates, Syphilis, HIV, CT/GC molecular, Gram stain testing.

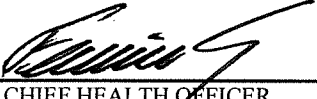
2 Includes Stool culture, EIA, Norovirus PCR, Respiratory Pathogen PCR, Epidemiological investigations or consultations.

3 Includes PFGE 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.

PAYROLL EARNINGS SUMMARY
January 25 to February 07, 2020

	<u>Pay Period</u>	<u>Calendar YTD</u>	<u>Fiscal YTD</u>	<u>Budget 2019/20</u>	<u>Actual to Budget</u>	<u>Incurred Pay Dates to Annual</u>
CLINICAL SERVICES	\$ 407,463.71	\$ 1,638,414.95	\$ 6,383,914.14	\$10,638,836.00	60%	
ENVIRONMENTAL HEALTH	\$ 460,143.51	\$ 1,819,314.67	\$ 7,244,977.57	\$11,543,029.00	63%	
COMMUNITY HEALTH	\$ 352,912.22	\$ 1,427,003.28	\$ 5,517,876.07	\$9,730,923.00	57%	
ADMINISTRATION	\$ 380,034.70	\$ 1,525,737.91	\$ 6,106,871.71	\$8,458,339.00	72%	
TOTAL	<u>\$1,600,554.14</u>	<u>\$6,410,470.81</u>	<u>\$25,253,639.49</u>	<u>\$40,371,127.00</u>	<u>63%</u>	<u>65%</u>
FTE	582					
Regular Pay	\$ 1,406,099.35	\$ 4,815,682.99	\$ 20,023,478.90			
Training	\$ 10,075.09	\$ 39,938.66	\$ 236,127.34			
Final Payouts	\$ -	\$ 83,734.22	\$ 137,626.76			
OT Pay	\$ 28,870.37	\$ 44,536.30	\$ 124,611.17			
Leave Pay	\$ 128,184.58	\$ 1,351,530.01	\$ 4,231,344.87			
Other Earnings	\$ 27,324.75	\$ 75,048.63	\$ 500,450.45			
	<u>\$ 1,600,554.14</u>	<u>\$ 6,410,470.81</u>	<u>\$ 25,253,639.49</u>			


 CHIEF HEALTH OFFICER

BI-WEEKLY OT/CTE BY DIVISION/DEPARTMENT**January 25 to February 07, 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>
RUESGA, LEONARD		2.50	\$80.02	RAMAN, DEVIN C	1.50	\$64.46
RUIZ, GEORGE		5.00	\$183.75	CAMARENA, KRYSTAL S	19.50	\$502.91
STEVENS, MICHAEL P		8.00	\$294.00	DIAZ, MICHELLE I	17.63	\$325.18
BOJORQUEZ, IBETH		48.50	\$2,359.28	DOMINGUEZ, LILIANA	18.75	\$364.69
DUNN, STEPHANIE L		16.50	\$590.54	ROBLES, CYNTHIA I	12.75	\$346.04
GALAVIZ, MONICA		28.25	\$1,409.82			
KEEGAN, DAHLIA J		24.50	\$1,076.04			
OAKLEY, FRANCINE R		16.50	\$744.23			
PLAIR, TONIA M	FP2_19	28.75	\$1,200.17			
WILCOX, TERESA E		29.00	\$1,242.36			
WILSON, CANDIST D		1.00	\$48.65			
ZIELINSKI, LYNDA S		32.00	\$1,960.32			
Total Administration		240.50	\$11,189.18		70.13	\$1,603.26

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		0.00	\$0.00		0.00	\$0.00

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		19.25	\$561.62	ARQUETTE, JOCELYN M	1.13	\$44.79
ENZENAUER, LIZETTE		38.50	\$1,736.54	PANGANIBAN, SHEILA	0.75	\$28.34
AVALOS, MAYRA L	FP2_19	2.50	\$74.92	SPRANCE GROGAN, CAROLYN S	0.38	\$12.48
AVALOS, MAYRA L		8.50	\$254.75			
CAMARENA, KRYSTAL S	FP2_19	3.25	\$125.73			
DELARMENTE, JOANNAH	FP2_19	0.25	\$11.86			
DIAZ, MICHELLE I		2.00	\$55.35			
VALDES AYALA, BEATRIZ		19.50	\$527.38			
VILLALOBOS, YOLANDA		19.00	\$499.60			
VILLALOBOS, YOLANDA	FP2_19	0.50	\$13.15			
VALDIVIESO ESTRADA, ISABEL		0.25	\$12.48			
FALKNER, LISA M		47.00	\$1,371.23			
FOLKES, ADELINA		39.00	\$1,548.50			
BURQUEZ AHUJA, LILIA		58.50	\$2,381.54			
CAPURSO, CYNTHIA		0.50	\$30.63			
ERIZA, LORENA		11.00	\$297.50			
MERCADO, YAREM E		9.00	\$236.66			
NAVARRO, MARIA S		3.00	\$78.89			
PEREZ, JOSE A		0.75	\$20.28			
PICKERING, SHANNON L		1.75	\$89.59			
REED, DEBORAH D		18.00	\$714.69			
SMITH DENT, MARNITA		16.75	\$681.89			
ROBLES, CYNTHIA I		44.00	\$1,791.24			
OREA-VALENCIA, MIRELLY		30.00	\$830.25			
ORTEGA, TAIMI		7.00	\$189.32			
AMAYA, VANESSA	RWBRD_20	9.50	\$262.91			
CARD, LINDSEY J	RWACM19	0.50	\$23.72			
LANGDOK, LAURIE C	RWACM19	2.00	\$75.36			
MEDINA RASCON, PEDRO	RWBNM_19	1.50	\$47.30			
WOOLFOLK, MARIO		6.50	\$189.64			
Total Clinical Services		419.75	\$14,734.52		2.25	\$85.61

BI-WEEKLY OT/CTE BY DIVISION/DEPARTMENT
January 25 to February 07, 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		7.25	\$335.06	CUMMINS, VERONICA J	7.88	\$203.10
BILLINGS, JACOB T		13.50	\$691.13	DILLION, KIMBERLY	1.50	\$46.22
CLARK, DEBORAH M		4.00	\$199.62	GRANDT, NICOLE	6.00	\$158.82
KELTON, JASON A		6.25	\$345.84	GUZMAN, MICHELLE D	3.00	\$102.39
KENNEDY, DANIEL J		4.25	\$168.75	KNOWLES, MIKKI M	6.75	\$218.90
MARTUCCI, GRACIELA I		1.50	\$87.32	RAMIREZ LUNA, BIANCA	4.50	\$145.94
PARANGAN, CHRISTOPHER D		3.75	\$148.89	THOMPSON, WILLIAM J	6.00	\$199.62
PIAR, DIANE M		5.75	\$272.81			
RAINVILLE, SCOTT A		2.50	\$124.76			
RICH, VICTORIA		1.25	\$54.90			
SHEFFER, THANH V		7.50	\$355.84			
WHITING, WILLANDRA C		3.50	\$161.75			
Total Environmental Health		61.00	\$2,946.67		35.63	\$1,074.98
Combined Total		721.25	\$28,870.37		108.00	\$2,763.85

PAYROLL EARNINGS SUMMARY

February 08 to 21, 2020

	<u>Pay Period</u>	<u>Calendar YTD</u>	<u>Fiscal YTD</u>	<u>Budget 2019/20</u>	<u>Actual to Budget</u>	<u>Incurred Pay Dates to Annual</u>
CLINICAL SERVICES	\$ 399,827.86	\$ 2,038,242.81	\$ 6,783,742.00	\$10,638,836.00	64%	
ENVIRONMENTAL HEALTH	\$ 451,813.26	\$ 2,271,127.93	\$ 7,696,790.83	\$11,543,029.00	67%	
COMMUNITY HEALTH	\$ 343,304.68	\$ 1,770,307.96	\$ 5,861,180.75	\$9,730,923.00	60%	
ADMINISTRATION	\$ 377,928.79	\$ 1,903,666.70	\$ 6,484,800.50	\$8,458,339.00	77%	
TOTAL	<u>\$1,572,874.59</u>	<u>\$7,983,345.40</u>	<u>\$26,826,514.08</u>	<u>\$40,371,127.00</u>	<u>66%</u>	<u>69%</u>
FTE	583					
Regular Pay	\$ 1,249,919.52	\$ 6,065,602.51	\$ 21,273,398.42			
Training	\$ 14,041.29	\$ 53,979.95	\$ 250,168.63			
Final Payouts	\$ 3,233.52	\$ 86,967.74	\$ 140,860.28			
OT Pay	\$ 8,363.78	\$ 52,900.08	\$ 132,974.95			
Leave Pay	\$ 288,467.36	\$ 1,639,997.37	\$ 4,519,812.23			
Other Earnings	\$ 8,849.12	\$ 83,897.75	\$ 509,299.57			
	<u>\$ 1,572,874.59</u>	<u>\$ 7,983,345.40</u>	<u>\$ 26,826,514.08</u>			


CHIEF HEALTH OFFICER

BI-WEEKLY OT/CTE BY DIVISION/DEPARTMENT**February 08 to 21, 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>
FISHER, BRANDYN		1.50	\$39.44	PRICE, KERI A	1.50	\$45.11
GO, JOSE F		2.00	\$52.59	SCHMIDT, ERIC A	0.38	\$6.76
RUIZ, GEORGE		4.50	\$165.38			
STEVENS, MICHAEL P		18.00	\$661.50			
VEGA, LEONARDO		16.00	\$798.48			
VUKSANOVIC, DAN		2.00	\$61.38			
BOJORQUEZ, IBETH		21.00	\$1,021.55			
DUNN, STEPHANIE L		5.50	\$196.85			
GALA VIZ, MONICA		9.50	\$474.10			
PLAIR, TONIA M	FP2_19	13.00	\$542.69			
WILCOX, TERESA E		4.50	\$192.78			
ZIELINSKI, LYNDA S		20.00	\$1,225.20			
Total Administration		117.50	\$5,431.94		1.88	\$51.87

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>
JOHNSON, JESSICA A	ODTAP_20	2.50	\$124.76	BARRY, NANCY	0.75	\$20.36
MONTGOMERY, JOSHUA M	HIVPRV20	5.00	\$237.23			
RAMAN, DEVIN C		2.50	\$161.14			
SHINGU, MICHELE	HIVPRV20	5.00	\$243.23			
Total Community Health		15.00	\$766.36		0.75	\$20.36

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		2.50	\$112.76	AVALOS, MAYRA L	4.50	\$89.91
ARQUETTE, JOCELYN M	FP2_19	1.25	\$74.64	AGUILAR, BECKY S	1.50	\$49.91
CHONGTAI, LORIZA R		0.50	\$33.94	CALDERON, ARACELY	0.38	\$8.95
PANALIGAN, TEODORITA		0.25	\$15.32	SPRANCE GROGAN, CAROLYN S	1.50	\$49.91
VALDIVIESO ESTRADA, ISABEL		1.00	\$49.91	DINDA, KARIN	1.50	\$61.26
GARCIA, JAYDE M		0.25	\$11.86	SMITH DENT, MARNITA	2.63	\$71.24
LINO, ESSENCE T	EHBSA_20	0.25	\$6.92			
BURQUEZ AHUJA, LILIA		1.00	\$40.71			
MATTESON, KIMBERLY A		1.50	\$53.26			
NAVARRO, MARIA S		0.50	\$13.15			
PICKERING, SHANNON L		4.00	\$204.78			
D'COSTA, TERESA K		0.25	\$11.55			
WOOLFOLK, MARIO		0.50	\$14.59			
Total Clinical Services		13.75	\$643.39		12.00	\$331.17

BI-WEEKLY OT/CTE BY DIVISION/DEPARTMENT**February 08 to 21, 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		4.50	\$207.97	HEMBERGER, ADRIANA	1.50	\$43.92
COHEN, VALERIE NICOLE S		1.00	\$52.58	HINSEN, JUSTIN B	3.00	\$79.41
LUCAS, BRIANNA A		2.50	\$112.76	HOLLOWAY, SUMMER	8.25	\$241.56
PARANGAN, CHRISTOPHER D		10.75	\$426.83	KADERLIK, PATRICIA A	2.25	\$87.32
PIAR, DIANE M		3.25	\$154.20	KNOWLES, MIKKI M	6.75	\$218.90
SHEFFER, THANH V		2.00	\$94.89	LETT, KENDRA A	2.25	\$69.32
TAYLOR JR, GEORGE E		3.25	\$189.20	MORENO, KRISTINA N	3.00	\$83.49
WHITING, WILLANDRA C		5.00	\$231.08	ORTIZ RIVERA, VANESSA	2.63	\$78.93
GREER, JOHN D		1.00	\$52.58	RAMIREZ LUNA, BIANCA	1.50	\$48.65
				WUBE, SABA	5.63	\$148.89
				GARMAN, MEREDITH	3.75	\$145.54
				WUBE, SABA	5.63	\$148.89
				CLARKE, MICHELLE	1.50	\$58.22
				MARTENS II, GARY G	4.50	\$116.06
Total Environmental Health		<u>33.25</u>	<u>\$1,522.09</u>		<u>52.13</u>	<u>\$1,569.10</u>
Combined Total		<u>179.50</u>	<u>\$8,363.78</u>		<u>66.75</u>	<u>\$1,972.49</u>