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NEVADA COUNTY BOARD OF SUPERVISORS

Board Agenda Memo

MEETING DATE: June 27, 2023

TO: Board of Supervisors

FROM: **Erin Mettler**

SUBJECT: Resolution approving execution of a renewal contract with the Nevada County Superintendent of Schools (NCSOS) for a Health Data Analyst to encourage, improve and support disease surveillance, testing, data collection, and reporting to address disease infection, control, and prevention in the school community in the maximum amount of \$107,721 for the term of July 1, 2023 through June 30, 2024.

RECOMMENDATION: Approve the attached Resolution.

FUNDING: The contract is for a one-year term with a maximum obligation of \$107,721. Services will be supported by California Department of Public Health pass-through funding from the federal Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSA Act). Funding was included in the FY 23-24 Public Health budget and there are no General Fund dollars required.

BACKGROUND: Under this Contract, Nevada County Superintendent of Schools (NCSOS) will provide a Health Data Analyst staff position to work in collaboration with Local Education Agency (LEA) stakeholders to encourage, improve and support disease surveillance, testing, data collection, and reporting to address disease infection, control, and prevention in the school community on behalf of the Nevada County Public Health Department.

The Health Data Analyst position is designed to support the efforts of the Nevada County Public Health Department in collecting and analyzing disease and illness data to discover trends and anomalies to further support its efforts to prevent the spread of COVID-19 and other communicable diseases. Specific duties of the position include:

- Provide outreach and encourage schools to participate in the Nevada County's School Absenteeism Syndromic Surveillance Program and troubleshoot collection and database issues.

- In coordination with Public Health staff, review, analyze and interpret data to identify potential outbreaks, trends, and anomalies in Nevada County schools.
- Serve as a liaison between school nurses/personnel and Public Health to address infection, control and prevention activities as it relates to COVID-19 or other disease tracking.
- Prepare and maintain a variety of records and reports related to assigned activities including those required by local, State and federal agencies.
- Keep abreast of best practices and changes in regulations and/or guidelines for assigned responsibilities. Prepare and disseminate information to school nurses/personnel and stakeholders.
- Review and provide resources to school nurses/personnel and stakeholders on current immunization recommendations and immunization waiver process.
- Assist with Kindergarten Oral Health Assessment (KOHA) reporting in conjunction with Public Health Oral Health Program staff.
- Facilitate California Healthy Kids Survey (CHKS) data collection and analysis.

It is recommended that the Board of Supervisors approve this Contract as it provides services that can help safeguard the public health of our community.

Item Initiated and Approved by: Erin Mettler, MA, Interim Director of Public Health