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## NEVADA COUNTY BOARD OF SUPERVISORS

### Board Agenda Memo

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**MEETING DATE:** August 10, 2021

**TO:** Board of Supervisors

**FROM:** **Jill Blake**

**SUBJECT:** Resolution approving execution of a Contract with the Nevada County Superintendent of Schools 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 \$145,000 for the term of July 1, 2021, through November 17, 2022.

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**RECOMMENDATION:** Approve the attached Resolution.

**FUNDING:** The contract is for a sixteen and a half month term with a maximum obligation of \$145,000. Services will be supported by California Department of Public Health pass-through of federal Paycheck Protection Program and Health Care Enhancement Act of 2020 dollars and are within the department's budget. No General Fund dollars are required.

**BACKGROUND:** Under this Agreement, 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.
- Assist school nurses/personnel with contact tracing processes and procedures.
- 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 educate school nurses/personnel and stakeholders on current immunization recommendations and immunization waiver process.

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

**Item Initiated and Approved by: Jill Blake, MPA, Director of Public Health**