

**Staff Report**  
**Board Meeting Date: December 19, 2024**

**DATE:** December 19, 2024  
**TO:** District Board of Health  
**FROM:** Lisa Lottritz, Division Director, CCHS  
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**SUBJECT:** Recommendation for the Board to approve the Interlocal Agreement between Northern Nevada Public Health and the University of Nevada, Reno, School of Public Health to allow Northern Nevada Public Health to house an Immunization Coordinator employed by the University.

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**SUMMARY**

Northern Nevada Public Health and the University of Nevada, Reno, School of Public Health, drafted and reviewed an interlocal agreement to allow the university to employ, compensate, and provide oversight for an Immunization Coordinator who will be housed on site at Northern Nevada Public Health, for support of immunization activity coordination. This agenda item is for discussion and approval of this interlocal agreement between Northern Nevada Public Health and the University of Nevada, Reno, School of Public Health.

Northern Nevada Public Health Strategic Priority supported by this item:

**Impactful Partnership: Extend our impact by leveraging partnerships to make meaningful progress on health issues**

**PREVIOUS ACTION**

No previous action.

**BACKGROUND**

This interlocal agreement serves to establish the ability for Northern Nevada Public Health to house an Immunization Coordinator employed by the Larson Institute within the University of Nevada, Reno, School of Public Health. This position will provide technical and logistical support to Northern Nevada Public Health, Carson City Health and Human Services, Central Nevada Health District, Community Health Services and the Division of Public and Behavioral Health, DHHS, to support immunization clinics and outreach events throughout Northern Nevada. This position will be beneficial to the Northern Nevada communities in addressing pressing coordination needs amongst local jurisdictions and State of Nevada. The Larson Institute will be responsible for the compensation, and direct supervision of the Immunization Coordinator. The Northern Nevada Public Health immunization team will collaborate with and support the individual in their role.

**FISCAL IMPACT**

There is no fiscal impact to the Board on this agenda item.

**RECOMMENDATION**

Staff recommends the Board approve the Interlocal Agreement between Northern Nevada Public Health and the University of Nevada, Reno, School of Public Health to allow Northern Nevada Public Health to house an Immunization Coordinator employed by the University.

**POSSIBLE MOTION**

Should the Board agree with the Staff's recommendation, a possible motion would be:

“Move to approve the Interlocal Agreement between Northern Nevada Public Health and the University of Nevada, Reno, School of Public Health for the purpose of allowing Northern Nevada Public Health to house an Immunization Coordinator employed by the University of Nevada, Reno, School of Public Health.”

**ATTACHMENTS**

Interlocal Agreement between Northern Nevada Public Health and the University of Nevada, Reno School of Public Health final draft.