

Staff Report
Board Meeting Date: April 24, 2025

DATE: April 18, 2025
TO: District Board of Health
FROM: Chad Kingsley, District Health Officer
775-328-2416, ckingsley@nnph.org
SUBJECT: Approve the retroactive travel reimbursement for Devon Reese, a non-County employee, for FY25, February 24-26, 2025, travel to Washington, DC for NALBOH representation on Hill Day, in the amount of \$1767.10.

SUMMARY

The District Board of Health must authorize travel reimbursements for non-County employees.

District Health Strategic Priorities supported by this item:

- 4. Impactful Partnerships:** Extend our impact by leveraging partnerships to make meaningful progress on health issues.
- 5. Organizational Capacity:** Strengthen our workforce and increase operational capacity to support a growing population.

PREVIOUS ACTION

On January 25, 2024, the District Board of Health authorized travel and travel reimbursement for Dr. John Novak for FY24-25 in the approximate amount of \$7,000.00.

On January 26, 2023, the District Board of Health authorized travel and travel reimbursement for Dr. John Novak for FY23-24 in the approximate amount of \$7,000.00

On March 24, 2022, the District Board of Health authorized travel and travel reimbursement for Dr. John Novak for FY22 in the approximate amount of \$6,009.30.

On April 27, 2021, the District Board of Health authorized travel and travel reimbursement for Dr. John Novak for FY21 in the approximate amount of \$2,800.

On May 23, 2019, the District Board of Health authorized travel and travel reimbursement for Dr. John Novak for FY20 in the approximate amount of \$5,500.

BACKGROUND

The National Association of Local Boards of Health (NALBOH) Board meeting was held in Washington, DC from February 24 through 26, 2025, and Mr. Reese represented the District Board of Health at the meeting. The cost of travel for this trip included airfare, lodging, per diem, and ground transportation, at \$1767.10.

Board Members attending may gain:

Improved Governance and Advocacy: Board members gain insight into national best practices in public health governance, which helps them make more informed decisions that directly benefit community health outcomes.

Shared Knowledge and Innovation: The board member can bring back innovative ideas, tools, and resources learned during the event to strengthen local board operations and strategy.

Networking and Collaboration: Connections with peers from other jurisdictions can open doors to inter-agency collaboration, shared services, and resource sharing.

Supportive Oversight: A well-informed board is more effective in strategic oversight, advocacy for funding, and championing of public health initiatives.

FISCAL IMPACT

Should the Board approve this retroactive travel reimbursement, there will be no additional fiscal impact to the adopted FY25 budget as travel expenses were anticipated and projected in the budget of the Office of the District Health Officer (Cost Center 170202).

RECOMMENDATION

Staff recommends that the District Board of Health approve the retroactive travel reimbursement for Devon Reese, a non-county employee, for \$1767.10 for FY25, February 24-26, 2025, travel to Washington, DC, to represent NALBOH and NNPH on Hill Day.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "Approve the retroactive travel reimbursement for Devon Reese, a non-County employee, for \$1767.10 for FY25, February 24-26, 2025, travel to Washington, DC to represent NALBOH and NNPH on Hill Day."