

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 authorization to travel and travel reimbursements for non-County employee, Dr. Eloy Ituarte, for FY26, July 15-18, 2025, travel to NACCHO 360 in the approximate amount of \$2400.00.

SUMMARY

The District Board of Health must pre-authorize travel and travel reimbursements for non-County employees prior to said employee incurring costs.

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

As a member of the District Board of Health, Dr. Ituarte's attendance at the 2025 NACCHO 360 Conference (Bright Lights, Bold Ideas: Shaping the Future of Public Health Practice), running from July 15-18, 2025, in Anaheim, California, will help him share opportunities, challenges, best practices, and success stories with other members as well as engage with federal, state, and local partners and gain insight from health experts. This conference will help local health representatives envision the future of local public health in their communities and provide them with the essential skills and strategies to achieve that vision effectively and efficiently.

The cost of attending the 2025 NACCHO 360 Conference will be in the approximate amount of \$2400.00 which includes registration, airfare, lodging, per diem, ground transportation, and parking.

FISCAL IMPACT

Should the Board approve this travel reimbursement, there will be no additional fiscal impact to the adopted FY26 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 authorization to travel and travel reimbursements for non-County employee, Dr. Eloy Ituarte, for FY26, July 15-18, 2025, travel to NACCHO 360 in the approximate amount of \$2400.00

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "Approve the authorization to travel and travel reimbursements for non-County employee, Dr. Eloy Ituarte, for FY26, July 15-18, 2025, travel to NACCHO 360 in the approximate amount of \$2400.00."