

October 27, 2011

To Whom It May Concern:

I Evangelina Rubio, Public Health Preparedness Coordinator, was inform by Gracela Lopez, Risk Communication Planner, back on July 16, 2010 as we prepared for Operation Long Starr (OLS) Ms Lopez was putting all the supplies together for the locations she mention to me that one of the Exergen Temporal Scanner was missing. I mention to Ms Lopez that she needed to document the missing item by e-mail me and the lead person on PHER which was Ms Nancy Trevino. Ms Trevino's staff was the main persons doing H1N1 clinics yet they didn't use the Scanners at all. There was only one logged out and in.

From the time we received our temporal scanner I had asked Ms Lopez to make a log on the check out of the Scanners because of the cost of the units.

After review of the log when this happen we found out that there was only on person logging out two units and one of the units was the one Missing and that there were other persons aside from our Bio department that had access to our equipment area and keys. Our log reflected that the same person checking out and in the unit that was lost, it was also the one same person approving it. We changed our procedures to make sure that this didn't happen again.

Regarding the next unit that was lost I was notified on August 16, 2011 that we were missing another Scanner. As I review what was going on and to prevent this from happening again I movcd Ms Lopez out of the Supply Room so that we can always have it locked. Ms Lopez was stationed in the supply room because I had No desk for her with the rest of the Staff. When PHER grant ended (July 31st) we had to let go a few staff members that allowed me to move Ms Lopez out of the supply room and maintain it locked.

If you need anything else from me just let me know.

Thanks you



Evangelina Rubio
Public Health Preparedness Coordinator

See attachments (3)

J.R. 10-27-11

From: Graciela G. Lopez
To: Evangelina Rubio
CC: Nieto, Nancy
Date: Tuesday, August 16, 2011 4:24:09 PM
Subject:

Eva,

This email is to inform you that when I was preparing for OLS, the supplies I counted were only 4 Exergen Temporal scanners on my supply room. I didn't realize that I was missing one.

Today on 8/16/11, Janie Rodriguez was doing inventory and that's when I realized that on 7/22/11, I only had 4 when they were supposed to be 5.

I checked all the numbers and the one that was missing is #50609. I have a sign In/Out log and I make sure that when they are checked out, that everyone signs them in.

Gracie Lopez
Risk Communications Planner
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Eva Rubio

From: Graciela G. Lopez [graciela.lopez@hchd.org]
Sent: Friday, July 16, 2010 7:56 AM
To: Evangelina Rubio
Cc: nancy.trevino@hchd.org

Eva,

This email is to inform you that today as I was preparing supplies for Operation Lone Star and as I was getting the Exergen Temporal Scanners

as per your request, I have encountered one (1) of the scanners is missing.

I checked on PO# 63158 dated November 9th 2009 and it shows that ten (10) scanners were purchased and received. I went through each box for the S/N and Asset # and I only found nine (9). The asset # missing is #50610. ✓

I have a Sign In/Out log for the use of the scanners and I have never issued out to anyone. I do recall that I received the ten and were in the cabinet.

To my knowledge no one has requested them from me.

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10/18/2010