



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: May 24, 2022

DATE: Thursday, May 19, 2022

TO: Board of County Commissioners

FROM: Loraine Fernandez, Fiscal Compliance Officer, Health
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THROUGH: Anna Heenan, Administrative Health Services Officer
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SUBJECT: Recommendation to approve budget amendments totaling an increase of [\$124,800; no county match] in both revenue and expenses to FY22 National Environmental Health Association (NEHA) Maintenance and Advancement retroactive to February 1, 2022 through December 31, 2024 and direct the Comptroller's Office to make appropriate budget amendments. (All Commission Districts)

SUMMARY

The Environmental Health Food Safety Program received a Notice of Award from the National Environmental Health Association on February 15, 2022 to support the Food Safety Program. The funding period is effective February 1, 2022 through December 31, 2024. A copy of the Notice of Award is attached.

The Washoe Board of County Commissioners must approve amendments to the adopted fiscal year budget and direct the Comptroller's Office to make the necessary budget amendments.

Washoe County Strategic Objective supported by this item: Innovative Services

Health District Strategic Priorities supported by this item:

5. Organizational Capacity: Strengthen our workforce and increase operational capacity to support growing population

PREVIOUS ACTION

No previous action.

AGENDA ITEM # _____

BACKGROUND

The Washoe County Health District Food Safety Program believes the Program Standards serve as a framework for their program within which the active managerial control of foodborne illness risk factors can best be realized. The program developed a five year comprehensive strategic improvement plan (CSIP) to:

- outline planned progress with standards
- achieve conformance with additional standards
- maintain standards already met

The award funding from the National Environmental Health Association will help them achieve this goal.

District Board of Health approved the grant on March 24, 2022.

GRANT AWARD SUMMARY

Project/Program Name: Program Standards Maintenance and Advancement

Scope of the Project: To implement, maintain, and further advanced the Comprehensive Strategic Improvement Plan (CSIP)

Benefit to Washoe County Residents: Decrease foodborne illness risk factors

On-Going Program Support: This award will support the Food Safety Program's five year CSIP.

Award Amount: \$140,076 [\$124,800 direct; \$15,276 indirect]

Grant Period: February 1, 2022 through December 31, 2024

Funding Source: Food and Drug Administration

Pass Through Entity: National Environmental Health Association

CFDA Number: 93.103

Grant ID Number: G-BM&A-202109-00834

Match Amount and Type: No matching funds required.

Sub-Awards and Contracts: None

FISCAL IMPACT

Funding was not included in the FY22 adopted budget; therefore a budget amendment for \$124,800 in both revenues and expenditures is needed in the following accounts:

Cost Object & Description	G/L Account & Description	Amount
IO-11975 NEHA-FDA Maint&Advcmnt	431100-Federal Grants	\$ 124,800.00
IO-11975 NEHA-FDA Maint&Advcmnt	701412-Salary Adjustments	\$ 53,105.00
IO-11975 NEHA-FDA Maint&Advcmnt	705360-Benefit Adjustments	\$ 38,297.00
IO-11975 NEHA-FDA Maint&Advcmnt	710100-Professional Services	\$ 23,401.00
IO-11975 NEHA-FDA Maint&Advcmnt	710502-Printing	\$ 9,997.00

RECOMMENDATION

It is recommended that the Board of County Commissioners approve budget amendments totaling an increase of [\$124,800; no county match] in both revenue and expenses to FY22 National Environmental Health Association (NEHA) Maintenance and Advancement retroactive to February 1, 2022 through December 31, 2024 and direct the Comptroller’s Office to make appropriate budget amendments.

POSSIBLE MOTION

Should the Board agree with staff’s recommendation, a possible motion would be: “move to approve budget amendments totaling an increase of [\$124,800; no county match] in both revenue and expenses to FY22 National Environmental Health Association (NEHA) Maintenance and Advancement retroactive to February 1, 2022 through December 31, 2024 and direct the Comptroller’s Office to make appropriate budget amendments.