



# WASHOE COUNTY

Integrity Communication Service  
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## STAFF REPORT

BOARD MEETING DATE: *May 24, 2022*

**DATE:** May 4, 2022  
**TO:** Board of County Commissioners  
**FROM:** Amber Howell, Director, Human Services Agency  
775-785-8600, ahowell@washoecounty.gov  
**THROUGH:** Kate Thomas – Assistant County Manager  
**SUBJECT:** Recommendation to authorize the Purchasing and Contracts Manager to purchase eight (8) Chevy Trailblazer AWD from Champion Chevrolet for use by Washoe County Human Services Agency's Senior Services Homemaker Program in an amount not to exceed [\$185,000.00]; approve the transfer of the vehicle to the Human Services Agency fleet managed by Equipment Services and direct the Comptroller's Office to make the appropriate asset adjustments. (All Commission Districts).

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### SUMMARY

The Agency is requesting the Board's authorization to complete the purchase of eight (8) Chevy Trailblazer AWD from Champion Chevrolet for use by Washoe County Human Services Agency's Senior Services Homemaker Program.

**Washoe County Strategic Objective supported by this item:** Vulnerable Populations

### PREVIOUS ACTION

No previous action.

### BACKGROUND

Washoe County Human Services Agency's Senior Services provides Homemaker services to seniors to maintain them independent in their home, avoiding the need for expensive higher levels of care.

Historically, the State of Nevada had a Homemaker Program along with Washoe County, serving a different population and need with different federal funding sources. Effective July 1, 2021, the State discontinued taking referrals and all referrals started coming to Washoe County. As of January 1, 2022, the State has abolished their Homemaker Program and Washoe County has absorbed their existing homemaker clients. From July 2021 to current, the wait list has grown from 120 to well over 300 and the need is unable to be met through existing contracts and grant funding.

**AGENDA ITEM # \_\_\_\_\_**

The Agency will enhance the Homemaker Program by adding our own Washoe County homemakers, additional caseworkers and support staff in order to reduce the waitlist and serve more individuals. Washoe County has partnered with State of Nevada, Aging and Disability Services Division (ADSD) for the enhancement of the Homemaker Program to include a budget amendment to reallocate funds received in Amendment #1 grant award to purchase eight (8) vehicles. Therefore, the Agency is seeking Board approval to purchase eight (8) vehicles that are necessary for employees to conduct these services in the field.

### **FISCAL IMPACT**

Should the Board approve this purchase there will be no additional impact to the FY22 Human Services Agency, Senior Services Fund (F225) adopted budget as sufficient budget authority exists within the Homemaker grants in IO 11950 and IO 11951 in GL781007 (Vehicles Capital).

Budget authority for the operating and maintenance costs for these vehicles exists within the FY22 Human Services Agency, Senior Services Fund (F225) adopted budget. Budget authority for ongoing operation and maintenance costs will be recommended to the Board in the FY23 Budget within the Senior Services Fund (F225).

### **RECOMMENDATION**

Recommendation to authorize the Purchasing and Contracts Manager to purchase eight (8) Chevy Trailblazer AWD from Champion Chevrolet for use by Washoe County Human Services Agency's Senior Services Homemaker Program in an amount not to exceed [\$185,000.00]; approve the transfer of the vehicle to the Human Services Agency fleet managed by Equipment Services and direct the Comptroller's Office to make the appropriate asset adjustments

### **POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: "Move to authorize the Purchasing and Contracts Manager to purchase eight (8) Chevy Trailblazer AWD from Champion Chevrolet for use by Washoe County Human Services Agency's Senior Services Homemaker Program in an amount not to exceed [\$185,000.00]; approve the transfer of the vehicle to the Human Services Agency fleet managed by Equipment Services and direct the Comptroller's Office to make the appropriate asset adjustments."