



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: *June 25, 2024*

DATE: Thursday, June 20, 2024

TO: Board of County Commissioners

FROM: Ryan Gustafson, Director, Human Services Agency
(775) 785-8600, rgustafson@washoecounty.gov

THROUGH: Kate Thomas, Assistant County Manager

SUBJECT: Recommendation to approve Amendment #2 to an Interlocal Contract between Washoe County and Washoe County School District to provide support and access to social services and associated activities at the Family Resource Center at Proctor R. Hug High School for a total amount of [\$98,000.00] for the period of July 1, 2024 through June 30, 2025 and authorizes Washoe County School District to apply unspent FY24 funds totaling [\$10,000.00] toward the personnel expenditures of the same for a total amount not to exceed of [\$108,000.00], and further authorizes Washoe County School District to apply any unspent FY25 funds toward future personnel expenditures of the same; and if approved, authorize the Purchasing and Contracts Manager to execute Amendment #2. (All Commission Districts)

SUMMARY

Recommendation to approve Amendment #2 to an Interlocal Contract between Washoe County and Washoe County School District to provide support and access to social services and associated activities at the Family Resource Center at Proctor R. Hug High School for a total amount of [\$98,000.00] for the period of July 1, 2024 through June 30, 2025 and authorizes Washoe County School District to apply unspent FY24 funds totaling [\$10,000.00] toward the personnel expenditures of the same for a total amount not to exceed of [\$108,000.00], and further authorizes Washoe County School District to apply any unspent FY25 funds toward future personnel expenditures of the same; and if approved, authorize the Purchasing and Contracts Manager to execute Amendment #2.

Washoe County Strategic Objective supported by this item: Vulnerable Populations

PREVIOUS ACTION

On August 22, 2023, the Board of County Commissioners retroactively approved an Interlocal Contract between Washoe County and Washoe County School District for personnel to provide support and access to social work services and associated activities at the Family Resource Center at Proctor R. Hug High School for a total amount of [\$98,000.00] for the period of July 1, 2023 through June 30, 2024; and approved

AGENDA ITEM # _____

Amendment #1 to the Interlocal Contract which authorizes the Washoe County School District to apply unspent funds totaling [\$11,000] toward the personnel expenditures of the Washoe County School District position that supports the Family Resource Center at Hug High School for a total amount not to exceed a total of [\$109,000].

BACKGROUND

Family Resource Centers are community-based or school-based, flexible, family-focused, and culturally sensitive hubs of support and resources that provide programs and targeted services based on the unmet or underserved needs of families. In August 2022, the Washoe County School District opened the new Proctor R. Hug High School. All students zoned for the old Proctor R. Hug High School, as well as some students from Spanish Springs High School and North Valleys High School, were zoned to the new campus.

In FY23, funding in the amount of \$98,000 was provided by the Washoe County Human Services Agency to the Washoe County School District via an Interlocal Agreement to support the implementation of a new staff position in the Family Resource Center based at Proctor R. Hug High School. The Washoe County School District hired the staff member; however, the amount of time required to fill the vacant position created unspent funds of \$11,000 in FY23. The Board subsequently approved Amendment #1 authorizing use of the FY23 unspent funds to be applied to the FY24 position costs for a total amount of \$109,000.

The Interlocal Agreement established an understanding that the Washoe County Human Services Agency would provide funding for three consecutive years to allow the School District time to establish their programming in amount of \$98,000 per fiscal year for FY23, FY24, and FY25. The FY24 Interlocal Agreement was renewed on July 5, 2023, for the period of July 1, 2023 through June 30, 2024 in the amount of \$98,000.

On May 15, 2024, the School District advised a balance of \$10,000 remaining in unspent funds from FY24 and requested permission to apply the FY24 unspent funds to the FY25 position costs.

The Human Services Agency is requesting the Board authorize the use of the FY24 unspent funds to be applied to the FY25 position costs for a total amount of \$108,000 in FY25 in the form of Amendment #2. As this is the final year of the agreement, the Human Services Agency is also requesting that the Board authorize the use of any unspent FY25 funds to be applied to future position costs.

FISCAL IMPACT

Sufficient budget authority exists in the FY25 Human Services Agency, Child Protective Services Fund (228) within cost center 280999 - Undesignated, GL 710500 – Other Expense.

RECOMMENDATION

Recommendation to approve Amendment #2 to an Interlocal Contract between Washoe County and Washoe County School District to provide support and access to social

services and associated activities at the Family Resource Center at Proctor R. Hug High School for a total amount of [\$98,000.00] for the period of July 1, 2024 through June 30, 2025 and authorizes Washoe County School District to apply unspent FY24 funds totaling [\$10,000.00] toward the personnel expenditures of the same for a total amount not to exceed of [\$108,000.00], and further authorizes Washoe County School District to apply any unspent FY25 funds toward future personnel expenditures of the same; and if approved, authorize the Purchasing and Contracts Manager to execute Amendment #2.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: *“Move approve Amendment #2 to an Interlocal Contract between Washoe County and Washoe County School District to provide support and access to social services and associated activities at the Family Resource Center at Proctor R. Hug High School for a total amount of [\$98,000.00] for the period of July 1, 2024 through June 30, 2025 and authorizes Washoe County School District to apply unspent FY24 funds totaling [\$10,000.00] toward the personnel expenditures of the same for a total amount not to exceed of [\$108,000.00], and further authorizes Washoe County School District to apply any unspent FY25 funds toward future personnel expenditures of the same; and if approved, authorize the Purchasing and Contracts Manager to execute Amendment #2.”*