



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: *October 14, 2025*

DATE: Thursday, October 9, 2025

TO: Board of County Commissioners

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

THROUGH: Kate Thomas, Assistant County Manager

SUBJECT: Recommendation to: (1) accept various items donated totaling an estimated market value of [\$15,758]; and (2) accept monetary donations to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$10,215], from multiple donors as described in this staff report, retroactive for the period April 1, 2025 through June 30, 2025; and direct Finance to make the necessary budget amendments. The item donors are: (1) Tiona S. (infant formula), (2) Jennifer A. (40 new winter coats), (3) Sharon G. (luggage), (4) The Bridge Church (200 Easter baskets), (5) Trevor C. (1,000 plastic eggs), (6) Safe Embrace (multiple bags of clothing and shoes), (7) John R. (35 Easter baskets), (8) Assistance League (Easter bags), (9) Eathan O. (food, supplies, clothes, toys), (10) Hot August Nights (50 stuffed animals), (11) Marian T. (toys, clothing, shoes), and (12) Eileen McNeill (new shoes and jeans). The monetary donors are: Washoe County Sheriff's Office (\$4,560), (2) Sandy Hardy-Cooper P.C. (\$25), United Way (\$50), Washoe Lodge No 35 (\$400), Anderson Keuscher PLLC (\$500), and juror donations (\$4,680). (All Commission Districts.) **FOR POSSIBLE ACTION**

SUMMARY

Recommendation to: (1) accept various items donated totaling an estimated market value of [\$15,758]; and (2) accept monetary donations to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$10,215], from multiple donors as described in this staff report, retroactive for the period April 1, 2025 through June 30, 2025; and direct Finance to make the necessary budget amendments. The item donors are: (1) Tiona S. (infant formula), (2) Jennifer A. (40 new winter coats), (3) Sharon G. (luggage), (4) The Bridge Church (200 Easter baskets), (5) Trevor C. (1,000 plastic eggs), (6) Safe Embrace (multiple bags of clothing and shoes), (7) John R. (35 Easter baskets), (8) Assistance League (Easter bags), (9) Eathan O. (food, supplies, clothes, toys), (10) Hot August Nights (50 stuffed animals), (11) Marian T. (toys, clothing, shoes), and (12) Eileen McNeill (new shoes and jeans). The monetary donors are: Washoe County Sheriff's Office (\$4,560), (2) Sandy Hardy-Cooper P.C.

AGENDA ITEM # _____

(\$25), United Way (\$50), Washoe Lodge No 35 (\$400), Anderson Keuscher PLLC (\$500), and jury donations (\$4,680).

Washoe County Strategic Objective supported by this item: Vulnerable Populations

PREVIOUS ACTION

On May 20, 2025, the Board: (1) accepted various items donated totaling an estimated market value of [\$2,797.83]; and (2) accept monetary donations to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$25,769.75], from multiple donors as described in the staff report, retroactive for the period January 1, 2025 through March 31, 2025;

On February 25, 2025, the Board: (1) accepted various items donated totaling an estimated market value of [\$16,180.78]; and (2) accepted donations from various donors to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$12,022.22] retroactive for the period October 1, 2024 through December 31, 2024.

On February 11, 2025, the Board: (1) accepted various items donated totaling an estimated market value of [\$7,243.00]; and (2) accepted donations from various donors to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$24,396.10] retroactive for the period July 1, 2024 through September 30, 2024; and direct Finance to make the necessary budget amendments.

BACKGROUND

Human Services Agency (HSA) regularly accepts donations from community members and business to be used for miscellaneous needs for children in care and families who are HSA clients. Acceptance of such donations requires Board approval.

Washoe County Code 15.140(1)(d) reads: 1. The Board of County Commissioners: (d) has sole authority to receive donations of personal property where the personal property has a value, singly or in the aggregate, of \$5,000.00 or greater from a contributor during a fiscal year.

Washoe County Code 15.140(1)(e) reads: 1. The Board of County Commissioners: (e) Must be notified when an officer or employee of a county department or agency accepts non-federal personal property for the use and benefit of the County where the personal property has a value, singly or in the aggregate, of less than \$5,000 from a contributor during a fiscal year. In such event, the officer or employee must notify the Board of County Commissioners in writing of the acceptance.

Washoe County Code 15.160(3) reads: An officer or employee of a county department or agency shall not accept, amend, or supplement a grant, and except as otherwise provided in section 15.140(1)(e), shall not accept, amend, or supplement a contribution of money or property without approval by the Board of County Commissioners.

In December 1993, a Resolution Establishing a Program for the use of Donated Juror Fees was approved by the Board of County Commissioners. This program enabled jurors to

donate their fees (grand juror and trial juror) to Child Protective Services (the agency which provides protective services as defined in NRS 432B.030). The resolution states that the money must be used only for a program or activity which is designed to prevent the abuse or neglect of a child or to benefit an abused or neglected child (as defined in NRS 432B.020).

The Agency is requesting retroactive approval of the following donations that have been received by Child Protective Services for the time period April 1, 2025 through June 30, 2025:

Donor	Total
Washoe County Sheriff's Office (No Shave 2025)	\$4,560
Anderson Keuscher PLLC	\$500
Washoe Lodge No 35	\$200
Washoe Lodge No 35	\$200
United Way	\$50
Sandy Hardy-Cooper P.C.	\$25
General Donations Total	\$5,535

Total Juror Donations **\$4,680**

The Agency is also requesting that the Board accept the following items donated to Child Protective Services to support welfare activities retroactive for the period April 1, 2025 through June 30, 2025:

Donor Name	Donated Items	Estimated Market Value
Tiona S.	Infant formula	\$254.00
Jennifer A.	40 new winter coats	\$200.00
Sharon G.	Luggage	\$25.00
The Bridge Church	200 Easter baskets	\$8,000.00
Trevor C.	1,000 plastic eggs filled with candy	\$400.00
Safe Embrace	Clothes for Kids Kottage	unknown
Safe Embrace	5 bags of clothes for Kids Kottage	\$125.00
Safe Embrace	4 bags of clothes for Kids Kottage	\$100.00
Safe Embrace	Clothing and shoes for Kids Kottage	unknown
John R.	35 Easter baskets	\$750.00
Assistance League	Easter bags	\$250.00
Eathan O.	Food, supplies, clothes, toys for Kids Kottage	\$5,000.00
Hot August Nights	50 stuffed animals for Kids Kottage	unknown
Marian T.	Toys, clothing, shoes for Kids Kottage	\$200.00
Safe Embrace	7 bags of clothes for Kids Kottage	\$175.00

Safe Embrace	8 bags of clothing and housewares for Kids Kottage	\$200.00
Eileen M.	New shoes and jeans	\$79.00
Donations Total		\$15,758

FISCAL IMPACT

Should the Board accept these donations, the Human Services Agency Child Protective Services Fund (228) FY26 adopted budget will need to be increased by \$10,215.00 in the following revenue and expenditure accounts.

<u>Account Number</u>	<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
IO-20224 -484190	Revenue – Juror Donations	\$ 4,680.00
IO-20514 -484000	Revenue – KK Activities/Needs	\$ 75.00
IO-20521 -484000	Revenue – Mason Order	\$ 400.00
IO-20548 -484000	Revenue – FAM Donations	\$ 5,060.00
	Total Revenue	\$ 10,215.00
IO-20224 -710712	Family Preservation	\$ 4,680.00
IO-20514 -710712	Family Preservation	\$ 75.00
IO-20521 -710712	Family Preservation	\$ 400.00
IO-20548 -710712	Family Preservation	\$ 5,060.00
	Total Expenditures	\$ 10,215.00

RECOMMENDATION

Recommendation to: (1) accept various items donated totaling an estimated market value of [\$15,758]; and (2) accept monetary donations to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$10,215], from multiple donors as described in this staff report, retroactive for the period April 1, 2025 through June 30, 2025; and direct Finance to make the necessary budget amendments. The item donors are: (1) Tiona S. (infant formula), (2) Jennifer A. (40 new winter coats), (3) Sharon G. (luggage), (4) The Bridge Church (200 Easter baskets), (5) Trevor C. (1,000 plastic eggs), (6) Safe Embrace (multiple bags of clothing and shoes), (7) John R. (35 Easter baskets), (8) Assistance League (Easter bags), (9) Eathan O. (food, supplies, clothes, toys), (10) Hot August Nights (50 stuffed animals), (11) Marian T. (toys, clothing, shoes), and (12) Eileen McNeill (new shoes and jeans). The monetary donors are: Washoe County Sheriff’s Office (\$4,560), (2) Sandy Hardy-Cooper P.C. (\$25), United Way (\$50), Washoe Lodge No 35 (\$400), Anderson Keuscher PLLC (\$500), and juror donations (\$4,680).

POSSIBLE MOTION

Should the Board agree with staff’s recommendation, a possible motion would be: “*Move to: (1) accept various items donated totaling an estimated market value of [\$15,758]; and (2) accept monetary donations to Washoe County Human Services Agency Child Protective Services Fund to support welfare activities in the amount of [\$10,215], from*

multiple donors as described in this staff report, retroactive for the period April 1, 2025 through June 30, 2025; and direct Finance to make the necessary budget amendments. The item donors are: (1) Tiona S. (infant formula), (2) Jennifer A. (40 new winter coats), (3) Sharon G. (luggage), (4) The Bridge Church (200 Easter baskets), (5) Trevor C. (1,000 plastic eggs), (6) Safe Embrace (multiple bags of clothing and shoes), (7) John R. (35 Easter baskets), (8) Assistance League (Easter bags), (9) Eathan O. (food, supplies, clothes, toys), (10) Hot August Nights (50 stuffed animals), (11) Marian T. (toys, clothing, shoes), and (12) Eileen McNeall (new shoes and jeans). The monetary donors are: Washoe County Sheriff's Office (\$4,560), (2) Sandy Hardy-Cooper P.C. (\$25), United Way (\$50), Washoe Lodge No 35 (\$400), Anderson Keuscher PLLC (\$500), and juror donations (\$4,680).”