



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

BOARD MEETING DATE: June 10, 2025

**DATE:** Thursday, June 05, 2025

**TO:** Board of County Commissioners

**FROM:** Steve Johnson, Director, Forensic Science Division  
(775) 328-8721, [sjohnson@washoecounty.gov](mailto:sjohnson@washoecounty.gov)

**THROUGH:** Sheriff Darin Balaam

**SUBJECT:** Recommendation to approve the Interlocal Agreement between Washoe County on behalf of Washoe County Sheriff's Office and City of Reno on behalf of the Reno Police Department in the total amount of [\$1,500,000] for the retroactive term of July 1, 2024, to June 30, 2025, for the provision of Forensic Laboratory Analysis Services. (All Commission Districts)

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### **SUMMARY**

Washoe County via Washoe County Sheriff's Office Forensic Science Division provides Forensic Science Services to various Law Enforcement Agencies. The contract fees are based on a percentage of usage by each individual agency and cover the cost of services provided under the scope of work.

**Washoe County Strategic Objective supported by this item:** Safe, Secure and Healthy Communities.

### **PREVIOUS ACTION**

On October 17, 2023, The Board approved Item 17., Forensic Support Services Agreements for various outside agencies.

On March 28, 2023, The Board approved Item 18., Forensic Support Services Agreements for various outside agencies.

On March 28, 2023, The Board approved Item 17., Forensic Support Services Agreements for various outside agencies.

On April 26, 2022, The Board approved Item 18., Forensic Support Services Agreements for various outside agencies.

On September 21, 2021, The Board approved Item 12., Forensic Support Services Agreements for various outside agencies.

On April 27, 2021, The Board approved Item 14., Forensic Support Services Agreements for various outside agencies.

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

On June 16, 2020, The Board approved Item 13., Forensic Support Services Agreements for various outside agencies.

On November 12, 2019, The Board approved Item 8.D.5., Forensic Support Services Agreements for various outside agencies.

On July 23, 2019, The Board approved Item 10, Forensic Support Services Agreements for various outside agencies.

On September 25, 2018, The Board approved Item 10, Forensic Support Services Agreements for various outside agencies.

On July 24, 2018, The Board approved Item 23, Forensic Support Services Agreements for various outside agencies.

On June 26, 2018, The Board approved Item 16, Forensic Support Services Agreements for various outside agencies.

On June 27, 2017, The Board approved Item 11, Forensic Support Services Agreements for various outside agencies.

The Board has been approving the Forensic Support Services Agreements for various outside agencies since July 10, 2001.

### **BACKGROUND**

The Washoe County Sheriff's Office provides forensic services to Federal, State, and Local agencies throughout northern Nevada via a service contract. Services covered include all in-house laboratory analysis including field investigation or excluding field investigation. Fees are based upon the type of contract selected by the agencies and cover the cost of services.

Agencies not wishing to contract with the Washoe County Sheriff's Office for forensic services will not be able to use Forensic Services. Toxicology services are not a part of the standard contracts and agencies are billed separately for toxicology analysis.

Reason for Retroactive Submittal: Item submitted to BCC meeting while concurrently submitted to City Council for the City of Reno (to be signed concurrently).

### **FISCAL IMPACT**

This Agreement was anticipated and as such, sufficient revenue and expenditure budget authority is included in the FY25 adopted budget. Actual revenue of \$1,500,000 will be posted in Cost Center 150650 (Crime Lab) in General Ledger Account 460162 (Services to Other Agencies).

### **RECOMMENDATION**

It is recommended that the Board of County Commissioners approve the Interlocal Agreement between Washoe County on behalf of Washoe County Sheriff's Office and City of Reno on behalf of the Reno Police Department in the total amount of

[\$1,500,000] for the retroactive term of July 1, 2024, to June 30, 2025, for the provision of Forensic Laboratory Analysis Services.

**POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: "Move to approve the Interlocal Agreement between Washoe County on behalf of Washoe County Sheriff's Office and City of Reno on behalf of the Reno Police Department in the total amount of [\$1,500,000] for the retroactive term of July 1, 2024 to June 30, 2025 for the provision of Forensic Laboratory Analysis Services."