



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: Ryan Gustafson, Director, Human Services Agency
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THROUGH: Kate Thomas, Assistant County Manager

SUBJECT: Recommendation to approve an Interlocal Agreement with Clark County for the purpose of providing Homeless Management Information System (HMIS) Administration Services in the amount of [\$130,062] annually; retroactive for the period of April 1, 2025 through June 30, 2025 with the option to renew for six, one-year periods; and if approved authorize the Purchasing and Contracts Manager to execute the agreement. (All Commission Districts.) FOR POSSIBLE ACTION

SUMMARY

Human Services Agency is requesting approval of an Interlocal Agreement with Clark County for the purpose of providing Homeless Management Information System (HMIS) Administration Services in the amount of [\$130,062] annually; retroactive for the period of April 1, 2025 through June 30, 2025 with the option to renew for six, one-year periods; and if approved authorize the Purchasing and Contracts Manager to execute the agreement.

Washoe County Strategic Objective supported by this item: Vulnerable Populations

PREVIOUS ACTION

No previous action

BACKGROUND

In Washoe County, standardized data collection from all programs in Washoe County serving people experiencing homelessness allows for data to be centralized in one system to facilitate the analysis of common outcome metrics to best assess program outcomes. Homeless data collected is used to provide public facing metrics such as the number of people actively homeless, the number of exits to permanent housing and recidivism rates of people falling back into homelessness.

AGENDA ITEM # _____

As directed by the US Department of Housing and Urban Development, Homeless Management Information System (HMIS) is a computerized data collection application designed to capture client-level information over time on the characteristics and service needs of all individuals experiencing homelessness, while also protecting client confidentiality. It is designed to aggregate client-level data to generate an unduplicated count of clients served within a community's system of homeless services.

Clarity Human Services is a software application that is developed for human services client management. It is a web-based program that allows provider agencies to manage and secure client information. This software is used for the Homeless Management Information System (HMIS) for all homeless service providers in Nevada.

FISCAL IMPACT

Should the Board approve this agreement there will be no additional impact to the FY25 and FY26 Human Services Agency, Homelessness Fund (F223) adopted budget as there is sufficient authority in cost centers 223000 (Homelessness), 223230 (Our Place), 223400 (Homeless Service Adm), 223500 (Homeless Srv CoC Adm), and the internal orders IN12401 (ARPA Tenancy Support Services), IN12133 (Emergency Rental Assistance 2), IN20549 (Reno Housing Authority award), IN11949 (ARPA Cares Campus Operations), and IN29032 (Silver Summit) in General Ledger 710212 (Software Subscription).

RECOMMENDATION

Recommendation to approve an Interlocal Agreement with Clark County for the purpose of providing Homeless Management Information System (HMIS) Administration Services in the amount of [\$130,062] annually; retroactive for the period of April 1, 2025 through June 30, 2025 with the option to renew for six, one-year periods; and if approved authorize the Purchasing and Contracts Manager to execute the agreement.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: *"Move to approve an Interlocal Agreement with Clark County for the purpose of providing Homeless Management Information System (HMIS) Administration Services in the amount of [\$130,062] annually; retroactive for the period of April 1, 2025 through June 30, 2025 with the option to renew for six, one-year periods; and if approved authorize the Purchasing and Contracts Manager to execute the agreement."*