



# WASHOE COUNTY

Integrity Communication Service

[www.washoecounty.gov](http://www.washoecounty.gov)

## STAFF REPORT

BOARD MEETING DATE: April 8, 2025

**DATE:** Wednesday, March 12, 2025

**TO:** Board of County Commissioners

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

**THROUGH:** Darin Balaam, Sheriff

**SUBJECT:** Recommendation to retroactively approve the Forensic Support Services Agreements between Washoe County on behalf of Washoe County Sheriff's Office and various Local Law Enforcement Agencies: Carson City Sheriff's Office \$179,730; Douglas County Sheriff's Office \$29,850; Lyon County Sheriff's Office \$157,107; Mono County District Attorney's Office \$12,569; Reno Sparks Indian Colony Police Department \$32,992; State of Nevada Department of Wildlife \$1,500 for Forensic Laboratory Analysis Service fees for the retroactive term of July 1, 2024 to June 30, 2025 with a total income of [\$413,748.00]. (All Commission Districts.)

---

### 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:** Efficient Delivery of Regional Services and Supports a Thriving Community.

### PREVIOUS ACTION

On November 28, 2023, The Board approved Item 7.G.4., Forensic Support Services Agreements for various outside agencies.

On October 10, 2023, The Board approved Item 14., 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.

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

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.

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

### **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 as outlined in Option A including field investigation or Option B 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 with either Option A or Option B 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: Items were submitted to the first available BCC Meeting once contracts were received from Agencies.

The attached contracts cover the following agencies for the Fiscal Year 2024-2025:

Carson City Sheriff's Office	\$179,730.00
Douglas County Sheriff's Office	\$ 29,850.00
Lyon County Sheriff's Office	\$157,107.00
Mono County District Attorney's Office (CA)	\$ 12,569.00
Reno Sparks Indian Colony Police Department	\$ 32,992.00
State of Nevada Department of Wildlife	\$ 1,500.00

### **FISCAL IMPACT**

The revenues from these contracts will be deposited into General Ledger Account 150650-460162 in the amount of \$413,748.00. The revenue and related expenditure authority were built into the approved Washoe County FY 2025 budget.

### **RECOMMENDATION**

It is recommended that the Board of County Commissioners approve the Forensic Support Services Agreements between Washoe County on behalf of Washoe County Sheriff's Office and various Local Law Enforcement Agencies: Carson City Sheriff's Office \$179,730; Douglas County Sheriff's Office \$29,850; Lyon County Sheriff's Office \$157,107; Mono County District Attorney's Office \$12,569; Reno Sparks Indian Colony Police Department \$32,992; State of Nevada Department of Wildlife \$1,500 for Forensic Laboratory Analysis Service fees for the retroactive term of July 1, 2024 to June 30, 2025 with a total income of [\$413,748.00].

### **POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: "Move to approve the Forensic Support Services Agreements between Washoe County on behalf of Washoe County Sheriff's Office and various Local Law Enforcement Agencies: Carson City Sheriff's Office \$179,730; Douglas County Sheriff's Office \$29,850; Lyon County Sheriff's Office \$157,107; Mono County District Attorney's Office \$12,569; Reno Sparks Indian Colony Police Department \$32,992; State of Nevada Department of Wildlife \$1,500 for Forensic Laboratory Analysis Service fees for the retroactive term of July 1, 2024 to June 30, 2025 with a total income of [\$413,748.00]."