



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: May 13, 2025

DATE: April 23, 2025
TO: Board of County Commissioners
FROM: Kristen Palmer, Fiscal Compliance Officer, 775-328-2419,
kpalmer@nnph.org
THROUGH: Jack Zenteno, Administrative Health Services Officer, 775-328-2417,
jzenteno@nnph.org
SUBJECT: Recommendation to approve budget amendments totaling an increase of [\$50,466.00; \$6,174.10 in county match] in both revenue and expense to the FY25 PHP BP5 NCE Subaward, retroactive to July 1, 2024, through June 30, 2025, for the Epidemiology and Public Health Preparedness (EPHP) Division to support demonstration of achievement in the program domains and capabilities according to the Public Health Emergency Preparedness Program (PHEP) cooperative agreement, and direct Finance to make the appropriate budget amendments. (All Commission Districts.)

SUMMARY

The Washoe Board of County Commissioners must approve amendments to the adopted fiscal year budget and direct Finance to make the appropriate budget amendments.

Washoe County Strategic Objective supported by this item: Fiscal Sustainability

PREVIOUS ACTION

On November 11, 2024, the District Health Officer executed this subaward in the total amount of \$61,741 for the period of July 1, 2024, through June 30, 2025.

BACKGROUND

This Award supports the Epidemiology and Public Health Preparedness (EPHP) Division's ongoing activities in the Public Health Preparedness Program to strengthen the capacity of public health infrastructure to detect, assess, and respond decisively to control the public health consequences of any public health emergency

The Subaward provides funding for operating supplies.

FISCAL IMPACT

Funding was not included in the FY25 adopted budget, therefore, a budget amendment for \$50,466.00 in both revenue and expense is needed in the following accounts:

Account	Description	Amount of
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AGENDA ITEM # _____

<u>Number</u>			<u>Increase/(Decrease)</u>
IO 12489	-431100	Federal Grants	\$ 50,466.00
		Total Revenue	\$ 50,466.00
IO 12489	-710300	Operating Supplies	\$ 50,466.00
		Total Expenditures	\$ 50,466.00

No budget amendment is necessary for the indirect revenue.

RECOMMENDATION

It is recommended that the Board of County Commissioners approve budget amendments totaling an increase [\$50,466.00; \$6,174.10 in county match] in both revenue and expense to the FY25 PHP BP5 NCE Subaward, retroactive to July 1, 2024, through June 30, 2025, for the Epidemiology and Public Health Preparedness (EPHP) Division to support demonstration of achievement in the program domains and capabilities according to the Public Health Emergency Preparedness Program (PHEP) cooperative agreement, and direct Finance to make the appropriate budget amendments.

POSSIBLE MOTION

Should the Board agree with the staff's recommendation, a possible motion would be: "Move to approve budget amendments totaling an increase of [\$50,466.00; \$6,174.10 in county match] in both revenue and expense to the FY25 PHP BP5 NCE Subaward, retroactive to July 1, 2024, through June 30, 2025, for the Epidemiology and Public Health Preparedness (EPHP) Division to support demonstration of achievement in the program domains and capabilities according to the Public Health Emergency Preparedness Program (PHEP) cooperative agreement, and direct Finance to make the appropriate budget amendments."