



# WASHOE COUNTY

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## STAFF REPORT

BOARD MEETING DATE: April 8, 2025

**DATE:** Thursday, April 03, 2025

**TO:** Board of County Commissioners

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

**THROUGH:** Darin Balaam, Sheriff

**SUBJECT:** Recommendation to accept a grant award from the Bureau of Justice Assistance (BJA) FY 24 DNA Capacity Enhancement and Backlog Reduction (CEBR) Program, Award No 15PBJA-24-GG-02698-DNAX [amount not to exceed \$292,493.00, No County match required], to cover costs related to the DNA capacity enhancement and backlog reduction/prevention, for the retroactive grant term of October 1, 2024 through September 30, 2026 and if approved, authorize Sheriff Balaam to retroactively execute the grant award documentation, and direct the Finance Department to make the necessary budget amendments. (All Commission Districts.)

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### SUMMARY

This item is presented seeking approval to accept the grant award from the Department of Justice, Bureau of Justice Assistance. Per county policy, the Washoe County Board of County Commissioners must accept grant awards and direct the Finance Department to make the necessary budget amendments.

The Bureau of Justice Assistance (BJA) awarded the Washoe County Sheriff's Office, Forensic Science Division \$292,493.00 to fund the FY24 DNA Capacity Enhancement and Backlog Reduction Program. The Washoe County Sheriff's Office, Forensic Science Division will utilize this grant to increase the number of crime scene samples entered into the Combined DNA Indexing System (CODIS) through a reduction in turnaround times and backlog of cases. This goal will be accomplished through the utilization of grant funds for overtime, outsourcing, and additional interpretation software licenses to complete DNA analysis of criminal cases, and to assist in maintaining our laboratory's access to CODIS through funding accreditation requirements for continued education, instrument maintenance via service contracts, and an external DNA audit.

Washoe County Strategic Objective supported by this item: Meet the needs of our growing community.

### **PREVIOUS ACTION**

On November 28, 2023, the Board approved 23-0787 7G2, a grant award from the Bureau of Justice Assistance (BJA) FY 22 DNA Capacity Enhancement and Backlog Reduction (CEBR) Program for \$150,000.00.

On November 15, 2022, the Board approved item #15, a grant award from the Bureau of Justice Assistance (BJA) FY 22 DNA Capacity Enhancement and Backlog Reduction (CEBR) Program for \$400,000.00.

On February 8, 2022, the Board approved item #6. F.5, a grant award from the Bureau of Justice Assistance (BJA) FY 21 DNA Capacity Enhancement and Backlog Reduction (CEBR) Program for \$200,000.00.

On December 15, 2020, the Board approved item #15, a grant award from the Bureau of Justice Assistance (BJA) FY 20 DNA Capacity Enhancement and Backlog Reduction (CEBR) Program for \$465,032.00.

On November 12, 2019, the Board approved item #27, a grant award from the National Institute of Justice (NIJ), DNA Capacity Enhancement and Backlog Reduction (CEBR) Program for \$378,706.00

On November 13, 2018, the Board approved item #18, a grant award from the National Institute of Justice (NIJ), DNA Capacity Enhancement and Backlog Reduction (CEBR) Program for \$407,395.00

The Board has been approving the DNA Capacity Enhancement and Backlog Reduction (CEBR) Program awards since 2004.

### **BACKGROUND**

The Bureau of Justice Assistance (BJA) awarded the Washoe County Sheriff's Office, Forensic Science Division \$292,493.00 to fund the FY24 DNA Capacity Enhancement and Backlog Reduction Program. The Washoe County Sheriff's Office, Forensic Science Division will utilize this grant to increase the number of crime scene samples entered into the Combined DNA Indexing System (CODIS) through a reduction in turnaround times and backlog of cases. This goal will be accomplished through the utilization of grant funds for overtime, outsourcing, and additional interpretation software licenses to complete DNA analysis of criminal cases, and to assist in maintaining our laboratory's access to CODIS through funding accreditation requirements for continued education, instrument maintenance via service contracts, and an external DNA audit.

Reason for retroactive submittal: Item was submitted to the first available BCC meeting once award paperwork was received and processed.

### **GRANT AWARD SUMMARY**

**Project/Program Name:** *FY24 DNA Capacity Enhancement Backlog and Reduction Program*

**Scope of the Project:** *DNA Capacity Enhancement and Backlog Reduction*

**Benefit to Washoe County Residents:** Assist law enforcement with more criminal investigations.

**On-Going Program Support:** *N/A.*

**Award Amount:** \$292,493.00

**Grant Period:** 10/1/24-9/30/26

**Funding Source:** *Department of Justice, Office of Justice Programs*

**Pass through From:** *Bureau of Justice Assistance*

**CFDA Number:** 16.036

**Grant ID Number:** 15PBJA-24-GG-02698-DNAX

**Match Amount and Type:** *None*

**Sub-Awards and Contracts:** Equipment will be purchased using Washoe County grant procurement processes compliant with 2 CFR 200.317-200.326.

**FISCAL IMPACT**

Should the Board accept this award and approve these amendments, the Washoe County Sheriff's Office adopted FY25 budget will be increased by \$292,493.00 in both revenues and expenditures in the following accounts:

| <b>Cost Object &amp; Description</b> | <b>G/L Account &amp; Description</b> | <b>Amount</b> |
|--------------------------------------|--------------------------------------|---------------|
| 12508 FY 24 CEBR                     | 431100 - Federal Grants              | \$292,493.00  |
| 12508 FY 24 CEBR                     | 701300 - Overtime                    | \$11,574.00   |
| 12508 FY 24 CEBR                     | 705360 – Benefit Adjustment          | \$168.00      |
| 12508 FY 24 CEBR                     | 711210 – Travel                      | \$10,769.00   |
| 12508 FY 24 CEBR                     | 710509 – Seminars and Meetings       | \$9,860.00    |
| 12508 FY 24 CEBR                     | 710300 – Operating Supplies          | \$90,695.00   |
| 12508 FY 24 CEBR                     | 710200 – Service Contract            | \$169,427.00  |

There is no cash match required for this grant funding. This is reimbursement-based funding.

- *No match required*
- *Funds will be drawn as a reimbursement*
  - *General funds are source of the upfront cash*
- *Indirect cost reimbursement was not requested so that 100% of the grant funding can be directed towards enhancing public safety*

**RECOMMENDATION**

It is recommended that the Board of County Commissioners accept a grant award from the Bureau of Justice Assistance (BJA) FY 24 DNA Capacity Enhancement and Backlog Reduction (CEBR) Program, Award No 15PBJA-24-GG-02698-DNAX [amount not to exceed \$292,493.00 [No County match required], to cover costs related to the DNA capacity enhancement and backlog reduction/prevention, for the retroactive grant term of October 1, 2024 through September 30, 2026 and if approved, authorize Sheriff Balaam to retroactively execute the grant award documentation, and direct the Finance Department to make the necessary budget amendments.

**POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: "Move to accept a grant award from the Bureau of Justice Assistance (BJA) FY 24 DNA Capacity Enhancement and Backlog Reduction (CEBR) Program, Award No 15PBJA-24-GG-02698-DNAX [amount not to exceed \$292,493.00 [No County match required], to cover costs related to the DNA capacity enhancement and backlog reduction/prevention, for the retroactive grant term of October 1, 2024 through September 30, 2026 and if approved, authorize Sheriff Balaam to retroactively execute the grant award documentation, and direct the Finance Department to make the necessary budget amendments".