



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

**BOARD MEETING DATE: March 18, 2025**

**DATE:** February 26, 2025

**TO:** Board of County Commissioners

**FROM:** Anne Stoll-Truelock, Fiscal Compliance Officer, 775-328-2418,  
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**THROUGH:** Jack Zenteno, Administrative Health Services Officer, 775-328-2417,  
[jzenteno@nnp.org](mailto:jzenteno@nnp.org)

**SUBJECT:** Recommendation to approve budget amendments totaling an increase of [\$160,152.19; no county match] in both revenue and expenditures to the FY25 HIV Prevention Program, retroactive to August 1, 2024 through May 31, 2025, for the Community and Clinical Health Services (CCHS) Division to support HIV Prevention Program agreement and direct Finance to make the appropriate budget amendments. (All Commission Districts)

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### **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.

This funding will continue to support (1) .83 FTE Public Health Supervisor, (1) .83 FTE Health Educator Coordinator, (2) .83 FTE Public Health Investigator II, (2) .83 FTE Office Specialist, (1) .83 IH Registered Nurse, (1) .83 IH Health Educator for 10 months.

**Washoe County Strategic Objective supported by this item:** Fiscal Sustainability

### **PREVIOUS ACTION**

On October 24, 2024, the District Health Officer executed this subaward amendment in the total amount of \$313,988 for the period of August 1, 2024 through May 31, 2025.

### **BACKGROUND**

The HIV Prevention Program collect, analyze, interpret, and disseminate human immunodeficiency virus (HIV) data to characterize trends in HIV infection, detect active HIV transmission, implement public health interventions, and evaluate public health response.

The Subaward provides funding for personnel, travel, training, operating, medical supplies, marketing, testing and laboratory services, and indirect expenditures.

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

**GRANT AWARD SUMMARY**

**Project/Program Name:** Community and Clinical Health Services, HIV Prevention Program

**Scope of the Project:** The purpose of this subgrant is to support HIV prevention services in Washoe County.

**Benefit to Washoe County Residents:** Funds will be used to support costs associated with HIV prevention in Washoe County.

**On-Going Program Support:** NNPH will seek ongoing support through the Federal or State funding programs.

**Award Amount:** \$313,988.00 (\$285,442.00 direct/\$28,546.00 indirect)

**Grant Period:** August 1, 2024 through May 31, 2025

**Funding Source:** (Cat 15) Nevada Statewide HIV Surveillance, Prevention and Ending the HIV Epidemic programs for Heal

**Pass Through Entity:** State of Nevada Department of Health and Human Services, Division of Public & Behavioral Health

**Assistance Listing #/CFDA:** 93.940

**Grant ID Number:** Federal Grant # 1NU62PS924828-01-00, State Grant # SG-2025-00658

**Match Amount and Type:** No match required

**Sub-Awards and Contracts:** Northern Nevada Public Health will follow the County and federal grant procurement guidelines for any subawards and contracts.

**FISCAL IMPACT**

The District anticipated this award and included \$125,289.81 in expenditures in the adopted FY25 budget. The award is higher than anticipated; therefore, the following budget amendment in the amount of \$160,152.19 is necessary to bring the Notice of Subgrant into alignment with the adopted budget:

Account Number	Description	Amount of Increase/(Decrease)
IO 12405 -431100	Federal Grants	\$ 160,152.19
	<b>Total Revenue</b>	<b>\$ 160,152.19</b>
IO 12405 -701500	Merit Awards	\$ 89,941.20
IO 12405 -701130	Pooled Positions	\$ 16,218.99
IO 12405 -711210	Travel	\$ 12,202.00
IO 12405 -710300	Operating	\$ 1,900.00
IO 12405 -710350	Office Supplies	\$ 250.00

IO 12405	-710360	Postage	\$ 1,100.00
IO 12405	-710334	Copy Mach-Lease	\$ 293.00
IO 12405	-710502	Printing	\$ 25.00
IO 12405	-710508	Telephone Land Lines	\$ 125.00
IO 12405	-710355	Books & Subscriptions	\$ 10.00
IO 12405	-710503	Licenses & Permits	\$ 135.00
IO 12405	-710347	Medical Supplies	\$ 5,000.00
IO 12405	-710509	Seminars & Meetings	\$ 3,525.00
IO 12405	-710546	Advertising	\$ 8,700.00
IO 12405	-710500	Other	\$ 20,727.00
		<b>Total Expenditures</b>	<b>\$ 160,152.19</b>

No budget amendment is necessary for the indirect revenue.

As this award funds personnel, if the funding is reduced or eliminated, the position hours will be reduced and/or the positions abolished accordingly, unless additional funding is secured.

These funds will support existing positions funded by other non-federal sources. Northern Nevada Public Health will ensure this is not considered supplanting for this award.

**RECOMMENDATION**

It is recommended that the Board of County Commissioners approve budget amendments totaling an increase of [\$160,152.19; no county match] in both revenue and expenditures to the FY25 HIV Prevention Program, retroactive to August 1, 2024 through May 31, 2025, for the Community and Clinical Health Services (CCHS) Division to support HIV Prevention Program 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 [\$160,152.19; no county match] in both revenue and expenditures to the FY25 HIV Prevention Program, retroactive to August 1, 2024 through May 31, 2025, for the Community and Clinical Health Services (CCHS) Division to support HIV Prevention Program agreement and direct Finance to make the appropriate budget amendments."