



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: May 12, 2026

DATE: February 26, 2026

TO: Board of County Commissioners

FROM: Tammy Wines-Jennings, Assistant Director, Regional Animal Services
775.353.8945, twines-jennings@washoecounty.gov

THROUGH: Shyanne Schull, Director of Regional Animal Services

SUBJECT: Recommendation to approve Washoe County Regional Animal Services (WCRAS) volunteers, who have successfully completed the established training process to drive County vehicles to support WCRAS programming. (All Commission Districts)

SUMMARY

Washoe County Code Chapter 5.389 provides for the use of County vehicles. Section 2 states, "Unless otherwise authorized by the Board of County Commissioners, only county officers or employees are authorized to drive county-owned vehicles." Washoe County Regional Animal Services (WCRAS) is requesting Board approval for our volunteers to drive County vehicles.

Washoe County Strategic Objective supported by this item: Financial Sustainability and safe, secure and healthy communities

PREVIOUS ACTION

None

BACKGROUND

The Washoe County Regional Animal Services (WCRAS) volunteer program has been in place since 2013. During the pandemic in 2020, the program was placed on hiatus to allow for a comprehensive revamp. In 2021, redevelopment efforts began in earnest, with the goal of expanding volunteer roles to support administrative functions, animal care, field services, and other operational needs. If approved, volunteers will use County vehicles to check microchipping stations, restock Karma boxes with supplies, and pick up food/supplies from partner warehouses or other donation locations and deliver the food directly to WCRAS, Senior Services, County events or other locations as needed.

The program is structured into three tiers, each with increasing levels of responsibility. Volunteers become eligible for Tier 2 after completing 36 service hours. Advancement into tier 2 requires the volunteers to be fingerprinted and background checked. If this request is approved, the volunteers will be required to successfully complete a comprehensive training program that includes the aforementioned background check, a

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review of Department of Motor Vehicles issued driving record, defensive drivers training, and other training modules required by the funding agency. Currently, there are 14 active volunteers for Washoe County Regional Animal Services and 30 applications on the waiting list. Approving the request for volunteers to operate Washoe County vehicles will expand the volunteer opportunities throughout Washoe County and enhance the program at Washoe County Regional Animal Services.

Currently, the volunteers are unable to drive a Washoe County vehicle and it requires a full-time staff person to do tasks on behalf of the Outreach team, which is comprised of only two full-time employees. Allowing volunteers to drive County vehicles will reduce staff time spent off-site, provide more opportunities to pick up donations, and give the volunteers additional tasks to enhance WCRAS programming.

FISCAL IMPACT

There will be no direct fiscal impact resulting from approving WCRAS volunteers to drive County vehicles. All costs associated with the ongoing maintenance and fuel for the vehicles exist within the FY26 Washoe County Regional Animal services budget in Fund 205. In the unfortunate event of an accident, there will be a financial impact, but not one that can currently be quantified.

RECOMMENDATION

It is recommended that the Board approve Washoe County Regional Animal Services (WCRAS) volunteers, who have successfully completed the established training process to drive County vehicles to support WCRAS programming.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be: "Move to approve Washoe County Regional Animal Services (WCRAS) volunteers, who have successfully completed the established training process to drive County vehicles to support WCRAS programming."