

THIRD AMENDMENT TO GRANT AGREEMENT
BETWEEN
NEVADA CLINICAL SERVICES, INC.
AND
NORTHERN NEVADA PUBLIC HEALTH
f/k/a
WASHOE COUNTY HEALTH DISTRICT

This Third Amendment to the Notice of Grant Award and Agreement (“Third Amendment”) is entered into effective July 1, 2024 (the “Effective Date”) between Nevada Clinical Services, Inc. (“NCS”) and Northern Nevada Public Health formerly known as Washoe County Health District (“Grantee”).

RECITALS

WHEREAS, NCS and Grantee entered into the Notice of Grant Award and Agreement effective July 1, 2021, also referenced as NCS Contract Number 162712, as subsequently amended (“Grant”), to provide tobacco education, prevention, and cessation services (“Services”);

WHEREAS, Grantee, formerly known as Washoe County Health District, is now known as Northern Nevada Public Health and NCS and Grantee desire to reflect this change in the Grant;

WHEREAS, NCS and Grantee desire to amend the Grant to incorporate an amended and restated scope of work for the Services for the Renewal Grant Term as of the Effective Date; and

WHEREAS, NCS and Grantee desire to amend the Grant to incorporate a new annual budget for the Renewal Grant Term as of the Effective Date;

NOW, THEREFORE, for and in consideration of the promises and the mutual covenants herein contained, the receipt and adequacy of which are for all purposes acknowledged and confessed herein, the Parties hereby agree as follows:

- I.** Any reference to “Washoe County Health District” within the Grant shall be amended to reference “Northern Nevada Public Health” and all future instances where Grantee is named shall reference “Northern Nevada Public Health.”
- II.** Section B – Description of Services, Scope of Work, and Deliverables shall be replaced in its entirety with the amended and restated Section B, appended hereto.
- III.** Section C – Budget and Financial Reporting Requirements shall be replaced in its entirety with the amended and restated Section C, appended hereto.

- IV. Total reimbursement will not exceed \$118,800.00 over the duration of the Renewal Grant Term from July 1, 2024 through June 30, 2025.
- V. Except as amended herein, all other terms and conditions of the Grant shall remain in full force and effect subject to the terms of the Grant.
- VI. This Third Amendment may be executed in one or more counterparts, and each of them shall be deemed to be one and the same instrument upon execution of all counterparts.

[Signature page follows]

IN WITNESS WHEREOF, the Parties hereto have caused this Third Amendment to be signed and intend to be legally bound thereby as of the Effective Date.

NCS

GRANTEE

Northern Nevada Public Health

Authorized Signature

Chad Kingsley

Print Name

Print Name

Title

Title

Date

Date

#239477

SECTION B

Description of Services, Scope of Work and Deliverables (July 1, 2023 – June 30, 2025)

Northern Nevada Public Health, hereinafter referred to as “**Grantee**”, agrees to provide the following services and reports according to the identified timeframes:

Baseline Narrative:						
Grantee has:						
<ul style="list-style-type: none"> - Met with 42 partners/decision-makers to identify strategies to encourage the adoption of anti-smoking policies. - Helped a (1) tobacco retailer to eliminate misleading tobacco advertising. - Held (7) outreach events. - 40 posts in social media that reached 8,973 youth/ young adults. 						
Expected Outcomes:						
<ul style="list-style-type: none"> - One (1) statewide policy to restrict youth/young adult access to flavored tobacco products. - One (1) tobacco-free policy implementation in at least one (1) higher education institution, - Decreasing misleading tobacco advertising by reorganizing the storefront of at least (1) tobacco retail establishment. - Promote the Attract Addiction Nevada Campaign through (2) community events to reach at least 300 youth with education about the dangers of tobacco. 						
Goal 1: Prevent initiation among youth and young adults						
Objective	Activities	Outputs	Timeline	Target Population	Evaluation Measure (indicator)	Evaluation Tool
1.1 By June 30, 2025, collaborate with community partners and youth to educate decision-makers and the public on the benefits of one (1) statewide policy to restrict the sale of flavored tobacco products, including products which contain menthol.	1.1.1 Collaborate with statewide partners (Nevada Tobacco Control & Smoke-free Coalition, Nevada Public Health Association), and non-traditional partners (e.g., Human Services Network) to identify and implement at least two (2) strategies to educate the general population, community stakeholders and at least three (3) decision makers on the benefits of a (1) statewide policy to restrict the sale of flavored tobacco products including menthol products.	Collaboration with partners Statewide tobacco policy education	July 2024 - June 2025	Community partners Youth and young adults Decision-makers	# Of partners collaborated with # Of decision-makers reached # and description of strategy implemented # Reach # of statewide policy implemented	QR
	1.1.2 Assist/collaborate with at least one (1) tobacco retail establishment on storefront reorganization to remove tobacco advertisements.	Tobacco retailers’ collaboration	July 2024 - June 2025	Retail store owners/managers	# Of tobacco retailer establishments reached	QR

	Priority will be on retailers in low-income neighborhoods			General population	# of tobacco retail stores reorganized	
	1.1.3 Update the GIS map of tobacco retailer density near Washoe County schools to include additional Title I (low income) middle and high schools and promote the map to the community through at least one (1) medium.	Updated GIS Map	July 2024 - June 2025	Decision-makers General population	# of map updates # & type of promotions # reach	QR
	1.1.34 Provide prevention/cessation outreach to students, faculty, and leadership at a minimum of one (1) higher education institutions and promote the adoption of a tobacco-free policy. Priority given to institutions serving lower income students.	Prevention /cessation outreach activities	July 2024 - June 2025	Students Faculty Administrators	# of prevention activities conducted # of higher education institutions reached # of anti-tobacco policies adopted # of Reach	QR
1.2 Through June 30, 2025, continue promoting the Attracting Addiction Nevada (AANV) campaign to reach at least 300 youth and young adults with messages about the dangers of experimentation with tobacco products, including e-cigarettes and other emerging tobacco products.	1.2.1 Promote the AANV flavoring website to youth, young adults, and parents through at least 24 social media posts and through outreach at a minimum of two (2) community events. Priority given to events through Washoe County School District and other community events reaching those with health disparities.	Record of AANV social media posts / Record of community outreach activities	July 2024 - June 2025	General population Youth Young Adults Parents	# Of Attracting Addiction social media posts by platform # Reach by platform # Of outreach events # Of event reach	QR
	1.2.2 Participate in at least one (1) recognition or event to raise community awareness about flavoring and associated health disparities (e.g., No Menthol May).	Record of event/s	July 2024 - June 2025	Youth Young adults Parents	#And type of events # Reached	QR

Baseline Narrative:

Grantee has: - Used (2) media platform that educated 101 on smoke/tobacco free policies.
- Educated (1) local media entity.
- 21 properties/ organizations received TA and 2 new properties adopted SF policies.

- 22 properties expanded anti-smoking policy.

Expected Outcomes: Increase from (1) one to (5) five the adoption of voluntary SF policies in Washoe County (organizations, businesses, MUH).

Goal 2: Eliminate exposure to secondhand smoke

Objective	Activities	Outputs	Timeline	Target Population	Evaluation Measure (indicator)	Evaluation Tool
2.1 By June 30, 2025, increase from (1) one to (5) five the number of smoke/tobacco-free policies within Washoe County.	2.1.1 Promote the Smoke free Truckee Meadows (SFTM) initiative to at least two (2) populations impacted by secondhand smoke (SHS) workplace exposure and at least two (2) key influencers. SFTM efforts prioritize decreasing SHS exposure among low wage employees of hospitality industries exempt from the Nevada Clean Indoor Air Act (NCIAA).	Record of outreach to impacted populations. List of key influencers engaged	July 2024 - June 2025	Decision-makers Employees General population	# and description of affected populations reached # Of key influencers engaged with	QR
	2.1.2 Educate local organizations to initiate the adoption of at least two (2) smoke-free policies. Efforts will be made to protect populations experiencing health disparities.	List of local organizations educated	July 2024 - June 2025	Staff and leadership of local organizations General population	# and description of local organizations educated # Of policies adopted	QR
	2.1.3 Recognize at least one (1) business protecting employees and patrons from secondhand smoke beyond the requirements of the NCIAA with an Extra Mile Award.	Promotion of business	July 2024 - June 2025	Decision-makers General population	# And type of businesses/ organizations recognized	QR
	2.1.4 Provide outreach/technical assistance to at least five (5) MUH properties/organizations and assist at least three (3) MUH properties in establishing NEW indoor smokefree policies. Efforts will prioritize low-income housing to limit the impact of SHS exposure on low-income individuals and families. Provide	Record of outreach/TA List of properties with new policy	July 2024 - June 2025	MUH property owners/managers MUH orgs	# Of properties / organizations receiving outreach/TA # Of SF properties receiving TA	QR

	NS/NV signage and update the online SF MUH directory as needed.	List of properties receiving signage &/or added to online directory			# Of new properties adopting a NEW SF policy # of properties receiving signage # or properties added to online directory	
	2.1.5 Promote the recorded/narrated SF MUH presentation to at least two (2) MUH property staff / organizations.	List of SF presentations	July 2024 - June 2025	MUH property owners/managers/staff	# of presentations made # Of properties reached #of staff reached	QR
	2.1.6 Provide continued outreach and TA to at least one (1) MUH property to establish and extended policy to include vaping.	Record of properties for policy expansion outreach	July 2024 - June 2025	MUH property owners/managers	# Of MUH properties assessed # Of properties reached for policy expansion	QR
	2.1.7 Facilitate at least two (2) discussions/mtgs with organizations/partners to determine feasibility and benefits of future project to collect Washoe County SF MUH baseline data to determine # of MUH properties, area of properties, & % with SF policies.	Log of discussions/mtgs with orgs/partners	July 2024 - June 2025	Potential partners/orgs (UNR/SPH; GIS; TMCC; Department of tax/business; Apartments.com, etc.)	# Of partners/orgs reached # Of discussions/mtgs report of findings data	QR

Baseline Narrative:

Grantee has: -Low numbers of providers referring youth/young adults for Quitline services.

Expected Outcomes:

-Increase from 1 to 2 the number of healthcare provider referrals to the MLMQ/NQL

-Increase from 1 to 2 the number of healthcare providers in the use of referrals to MLMQ/NQL.

Goal 3: Promote quitting among adults and youth

<i>Objective</i>	<i>Activities</i>	<i>Outputs</i>	<i>Timeline</i>	<i>Target Population</i>	<i>Evaluation Measure (indicator)</i>	<i>Evaluation Tool</i>
3.1 By June 30, 2025, facilitate referrals from at least two (2) providers who serve youth and/or young adults to the <i>My Life, My Quit</i> Program.	3.1.1 Promote the <i>My Life, My Quit</i> cessation resource at least three (3) healthcare providers serving youth and/or young adults (Y/YA). Priority will be given to providers serving at-risk Y/YA.	Record of outreach and education	July 2024 - June 2025	Healthcare providers serving youth and young adults	# Of providers reached	QR
	3.1.2 Collaborate with Washoe County Medical Society (WCMS) to educate its members on MLMQ and NQL through at least one (1) method.	Record of activities with WCMS	July 2024 - June 2025	WCMS members Healthcare providers	# Of outreach activities # Of providers reached	QR
	3.1.3 Partner with at least one (1) organization (<i>e.g.</i> , Boys & Girls Club of the Sierra, Black Wall Street, Children’s Cabinet, <i>etc.</i>) serving low-income families, youth, and young adults to share cessation resources for Y/YA (MLMQ).	Record of partnerships Record of education shared	July 2024 - June 2025	Community partners/orgs Youth/Young adults	# And type of partner collaborations # Of Y/YA reached	QR
	3.1.4 Research, develop, pilot, and evaluate a (1) sustainable strategy to provide cessation support to pregnant/postpartum women in Washoe County, addressing service gaps with the discontinuation of the BABY & ME – Tobacco Free Program™. The strategy will be piloted with at least two (2) pregnant/postpartum women recruited by Grantee WIC program, and priority will be given to women facing health disparities.	Documented strategy	July 2024 - June 2025	Pregnant/postpartum women	# Cessation Support strategies developed # Of current clients # Of clients completing program	QR

Quarterly Progress Report /Technical Assistance Due Dates:

- 1) Q1 Report Due October 15, 2024
- 2) Q2 Report Due January 15, 2025
- 3) Q3 Report Due April 15, 2025
- 4) Q4 Report Due July 15, 2025

AWARD SECTION C

Budget and Financial Reporting Requirements

Grantee agrees to adhere to the following annual budget:

**Renewal Grant Term – July 1, 2024 through June 30, 2025
BUDGET NARRATIVE**

Total Personnel Costs	including fringe	Total:	\$89,378
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	<u>Annual Salary</u>	<u>Fringe Rate</u>	<u>% of Time</u>	<u>Months</u>	<u>Percent of Annual</u>	<u>Amount Requested</u>
<u>Nicole Alberti: HEC; PC#:2169</u>	\$111,279.94	47.570%	2.500%	12	100.00%	\$4,105

Job Description: Full time (FT) Health Educator Coordinator (HEC) will provide technical assistance (TA) to Health Educators (HEs), Intermittent Hourly Health Educators (IHHEs) and Public Service Intern (PSI) and ensure necessary reports/documents are submitted to the NV DPBH. Will also assist in coordination of vendors. As required by the grant, this person will attend the annual partner meeting with travel supported with funds from this grant award. Supervision of performance will be provided by the Public Health Program Supervisor (cash contribution).

	<u>Annual Salary</u>	<u>Fringe Rate</u>	<u>% of Time</u>	<u>Months</u>	<u>Percent of Annual</u>	<u>Amount Requested</u>
<u>Zarmish Tariq: HE II; PC#:0161</u>	\$85,440.27	47.300%	15.000%	12	100.00%	\$18,878

Job Description: FT HE will work on deliverables and may provide TA to the IHHEs and PSI as needed. This person may also assist in coordination of vendors and may attend the annual partner meeting with travel supported with funds from this grant award. Supervision of staff performance will be provided by the HEC.

	<u>Annual Salary</u>	<u>Fringe Rate</u>	<u>% of Time</u>	<u>Months</u>	<u>Percent of Annual</u>	<u>Amount Requested</u>
<u>Lona Bogale: IHHE II; PC#:8377</u>	\$75,483.20	1.800%	45.000%	12	100.00%	\$34,579

Job Description: This is an 18 hr/wk position - estimate based on \$36.29/hr x 18 hrs/wk x 52 weeks + fringe. This position will oversee the implementation of project activities related to smoke free multi-unit housing efforts, and other activities as needed.

	<u>Annual Salary</u>	<u>Fringe Rate</u>	<u>% of Time</u>	<u>Months</u>	<u>Percent of Annual</u>	<u>Amount Requested</u>
<u>Huong Jami: IHHE I; PC#:8377</u>	\$69,451.20	1.800%	5.000%	12	100.00%	\$3,535

Job Description: This is a 2 hr/wk position - estimate based on \$33.39/hr x 2 hrs/wk x 52 weeks + fringe. This position focuses on the implementation of activities related to youth & young adults, Baby and Me, Tobacco Free and other activities as needed.

	<u>Annual Salary</u>	<u>Fringe Rate</u>	<u>% of Time</u>	<u>Months</u>	<u>Percent of Annual</u>	<u>Amount Requested</u>
<u>Claudia Garcia-Aguilar: IHHE I; PC#:8377</u>	\$69,451.20	1.800%	40.000%	12	100.00%	\$28,281

Job Description: This is a 16 hr/wk position - estimate based on \$33.39/hr x 16 hrs/wk x 52 weeks + fringe. This position focuses on the implementation of project activities related to youth and young adults, and other activities as needed.

Total Fringe Cost	\$8,559	Total Salary Cost:	\$80,819
Total Budgeted FTE	1.07500		

Travel	Total:	\$257
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In-State Travel **\$257**

<u>Origin & Destination: Washoe County/ Carson City to Las Vegas and surrounding areas.</u>	<u>Cost</u>	<u># of Trips</u>	<u># of days</u>	<u># of Staff</u>
Mileage: (\$0.67 x 12 miles per r/trip) x 12 trips x 4 staff	\$5.360	12		4
				\$257

Justification: Per State TCP Annual Partner's meeting will be local so no additional travel aside from mileage is needed. Mileage supports FT and PT staff driving to mtgs and events locally and in Carson City to support grant deliverables. Rates used are federal GSA rates for FY25.

Operating	Total:	\$496
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Office supplies : \$4/month x 2 staff x 12 months	\$96.00
Education materials	\$400.00

Justification: Office supplies will be used by staff to carry out grant activities. Ed materials may include tobacco brochures/posters, items for youth prevention, or subscription to services which allows for creation materials.

Equipment:	Total:	\$0
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Contractual		\$12,500
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Smoke free work places contractor: Nevada Cancer Coalition (NCC), non-profit org	Total	\$11,000
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Method of Selection: Sole Source, NCC currently coordinates smokefree (SF) workplace efforts in Washoe County

Period of Performance: July 1, 2024 - June 30, 2025

Scope of Work: NCC will provide mechanisms in the community to educate about and increase support for SF workplaces in support of health equity and SF jurisdictions.

Method of Accountability: The HEC will insure all components of the agreed-upon scope of work are completed.

Justification: Smoke free workplaces help to advance efforts to support a smoke free jurisdiction. NCC is the appropriate provider of these services because staff at NCC has been leading the SF workplace efforts in Washoe County by managing activities related to Smoke Free Truckee Meadows since 2017. NCC has staffing resources, and staff are knowledgeable about tobacco, and have built strong relationships within the community.

Messaging through community partners: Washoe County Medical Society; Black Wall Street; other specific partners TBD	Total	\$1,500
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Method of Selection: Quotes will be requested for each messaging campaign. Staff will follow WCHD procedures for number of quotes requested; all quotes to be reviewed by project staff and approved by supervisor and division director.

Period of Performance: July 1, 2024 - June 30, 2025

Scope of Work: Messaging campaigns with community partners will help enhance reach of messaging with specific audiences. Messages may include those items related to smoke free efforts and youth.

Method of Accountability: With guidance from the Health Educator Coordinator, the Health Educators working on the specific activities will develop scopes of work and will ensure all components are completed.

Justification: Community partners have ability to reach specific audiences and can enhance tobacco prevention and control messaging. Like media campaigns, targeted messaging has the potential to impact tobacco use, shape social norms and can change awareness, knowledge, attitudes and behaviors.

Training	Total:	\$450
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Local or virtual training supporting tobacco activities and or health equity. Estimate: \$150 registration x 3 staff	\$450.00
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Justification: Training allows staff to increase knowledge, and form/build relationships with partners and stakeholders.

Other	Total:	\$4,919
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Printing Services: \$35/month x 12 months	\$420
Postage: \$2/month x 12 months	\$24
Phone Line: \$ 10 per mo. x 12 months x 1 staff	\$120
Signs	\$3,105
Awards	\$130
Memberships	\$120
Incentives	\$1,000

Justification: Printing for activities related SF MUH, TF campuses and youth prevention activities, tobacco merchant education, etc. Postage for mailers including to health care providers, SF MUH stakeholders, and/or other grant related outreach activities. Phone lines for IH HE (2). Signs for SF MUH, and other SF signage related to grant deliverables. Awards such as Extra Mile Awards (engraved plaques). Membership: NV Housing Coalition relates to SF MUH activities. Incentives for work plan activities, including surveys and activities related to SF MUH, youth participation, and engaging health care providers. May but not limited to gift cards such as \$5-\$50 gift cards to Amazon, Starbucks or Target, water bottles, masks, ChapStick, stress balls, t-shirts etc..

TOTAL DIRECT CHARGES			\$108,000
Indirect Charges	Indirect Rate:	10.000%	\$10,800
Indirect Methodology: Grantee prepares an annual indirect cost rate (ICR) proposal. The ICR for FY24 is 20.23% for the Community and Clinical Health Services Division, however administration has approved to use 10% on a case-by-case basis.			
TOTAL BUDGET	Total:		\$118,800