



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: November 12, 2019

DATE: Monday, June 03, 2024

TO: Board of County Commissioners

FROM: Kelly Echeverria, Program Coordinator, Emergency Management
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THROUGH: Aaron Kenneston, Emergency Manager, Emergency Management

SUBJECT: Recommendation to approve a 2019 Homeland Security Grant Program (HSGP) Award stating that the Nevada, Division of Emergency Management is awarding [\$91,158.00] retroactively for the period September 1, 2019 through August 31, 2021; authorize the creation of 1.0 FTE Program Assistant position as evaluated by the Job Evaluation Committee and authorize Human Resources to make the necessary staff adjustments and as such, if grant funding is reduced or eliminated, the positions hours will be reduced and/or the position abolished accordingly; [\$91,158.00; no County match required]; and authorize the Comptroller's Office to make the necessary budget amendments. Authorize the County Manager or his designee to sign the grant award documents. (All Commission Districts)

SUMMARY

Recommendation to approve a 2019 Homeland Security Grant Program (HSGP) Award stating that the Nevada, Division of Emergency Management is awarding [\$91,158.00] retroactively for the period September 1, 2019 through August 31, 2021; authorize the creation of 1.0 FTE Program Assistant position as evaluated by the Job Evaluation Committee and authorize Human Resources to make the necessary staff adjustments and as such, if grant funding is reduced or eliminated, the positions hours will be reduced and/or the position abolished accordingly; [\$91,158.00; no County match required]; and authorize the Comptroller's Office to make the necessary budget amendments. If approved Authorize the County Manager or his designee to sign the grant award documents when received. (All commission districts)

The State of Nevada, Division of Emergency Management has provided HSGP grant awards to Washoe County for more than 15 years. This is the first year Washoe County has received funding for a position through the HSGP. The HSGP provides funding to assist local government to support the building, sustainment and delivery of core capabilities essential to achieving the preparedness goal of a secure and resilient community.

Washoe County Strategic Objective supported by this item: Safe, Secure and Healthy Communities.

AGENDA ITEM # _____

PREVIOUS ACTION

This is the first time Washoe County is receiving a grant for a position through this program.

BACKGROUND

This grant provides funding for the Washoe County Emergency Management Program Assistant position to address homeland security concerns throughout the region.

The grant term is retroactive due to delays in processing the grant award at the State of Nevada, Division of Emergency Management (NV DEM). The grant award documents were received in via email on October 14, 2019.

GRANT AWARD SUMMARY

Project/Program Name: *2019 Emergency Management Performance Grant*

Scope of the Project: *The HSGP program provides funding to assist local government to sustain and enhance the State Homeland Security Program (SHSP).*

Benefit to Washoe County Residents: *The benefit of this funding is for the protection of life and property in the region from manmade hazards and disasters related to terrorism.*

On-Going Program Support: *We will continue to seek grant funding to sustain the Emergency Management and Homeland Security Program*

Award Amount: *\$91,158.00*

Grant Period: *September 1, 2019 through August 31, 2021*

Funding Source: *Department of Homeland Security*

Pass Through Entity: *Nevada Division of Emergency Management*

CFDA Number: *97.067*

Grant ID Number: *EMW-2019-SS-00061-S01*

Match Amount and Type: *N/A*

Sub-Awards and Contracts: *N/A*

FISCAL IMPACT

The grant will fund up to 90% FTE. The County will provide 10% FTE, \$9,115.80 in CC 155110. No indirect costs are being recovered. This grant crosses two fiscal years and funds 90% of 2080 hours. As this award funds personnel, if grant funding is insufficient, reduced or eliminated the position hours will be reduced and/or the positions abolished accordingly, unless additional funding is secured.

Should the board accept this grant award and approve these amendments, the adopted budget will be increased by \$91,115.00 in both revenues and expenditures in the following accounts:

Cost Object	G/L Account	Amount
Revenue:		
IO 11633	431100 – Federal Grant	91,158.00
Expenditures:		
IO 11633	701412 – Salary Adjustment	61,942.00
IO 11633	705360 – Benefit Adjustment	29,216.00
Total Expenditures:		91,158.00

RECOMMENDATION

It is recommended that the Board of County Commissioners approve a 2019 Homeland Security Grant Program (HSGP) Award stating that the Nevada, Division of Emergency Management is awarding [\$91,158.00] retroactively for the period September 1, 2019 through August 31, 2021; authorize the creation of 1.0 FTE Program Assistant position as evaluated by the Job Evaluation Committee and authorize Human Resources to make the necessary staff adjustments and as such, if grant funding is reduced or eliminated, the positions hours will be reduced and/or the position abolished accordingly; [\$91,158.00; no County match required]; and authorize the Comptroller's Office to make the necessary budget amendments. Authorize the County Manager or his designee to sign the grant award documents.

POSSIBLE MOTION

Should the Board agree with staff’s recommendation, a possible motion would be: *“move to approve a FY19 Homeland Security Grant Program (HSGP) Letter of Intent stating that the Nevada Division of Emergency management is awarding [\$91,158.00 (no County match required)]; retroactive from September 1, 2019 through August 31, 2021; authorize the creation of 1.0 FTE Program Assistant position as evaluated by the Job Evaluation Committee and authorize Human Resources to make the necessary staff adjustments and as such, if grant funding is reduced or eliminated, the positions hours will be reduced and or/the position abolished accordingly; If approved authorize the County Manager or his designee to sign the grant award documents when received; and authorize the Comptroller’s Office to make the appropriate budget amendments.*