



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

BOARD MEETING DATE: June 24, 2025

**DATE:** June 18, 2025

**TO:** Board of County Commissioners

**FROM:** Ryan Gustafson, Director, Human Services Agency  
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**THROUGH:** Kate Thomas, Assistant County Manager

**SUBJECT:** Recommendation to accept subgrant award Amendment #1 from the State of Nevada Aging and Disability Services Division for the following Older Americans Act Title III Program Home Delivered Meals for [\$560,000.00; \$84,000.00 county match] retroactively from October 1, 2024 to September 30, 2025; retroactively authorize the Director of the Human Services Agency to execute the grant award documents; and direct Finance to make the necessary budget amendments. (All Commission Districts). FOR POSSIBLE ACTION

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### **SUMMARY**

Recommendation to accept subgrant award Amendment #1 from the State of Nevada Aging and Disability Services Division for the following Older Americans Act Title III Program Home Delivered Meals for [\$560,000.00; \$84,000.00 county match] retroactively from October 1, 2024 to September 30, 2025; retroactively authorize the Director of the Human Services Agency to execute the grant award documents; and direct Finance to make the necessary budget amendments.

**Washoe County Strategic Objective supported by this item:** Vulnerable Populations

### **PREVIOUS ACTION**

On December 17, 2024, the Board of County Commissioners approved item #13, the Agency's request to accept two subgrant awards from the State of Nevada Aging and Disability Services Division for the following Older Americans Act Title III Programs: (1) Congregate Meals [\$278,105.25; \$41,716.00 county match] retroactively from October 1, 2024 to September 30, 2025; and (2) Home Delivered Meals [\$841,084.63; \$126,163.00 county match] retroactively from October 1, 2024 to September 30, 2025.

On January 16, 2024, the Board of County Commissioners approved item #10, the Agency's request to accept two subgrant awards from the State of Nevada Aging and Disability Services Division for the following Older Americans Act Title III Programs: (1) Congregate Meals [\$228,111.65; \$34,217.00 county match] retroactively from October 1, 2023 to September 30, 2024; and (2) Home Delivered Meals [\$817,298.63; \$122,595.00 county match] retroactively from October 1, 2023 to September 30, 2024.

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

On December 13, 2022, the Board of County Commissioners approved the Agency's request to accept two subgrant awards from the State of Nevada Aging and Disability Services Division for the following Older Americans Act Title III Programs: (1) Congregate Meals [\$224,509.45; \$33,676.00 county match] retroactively from October 1, 2022 to September 30, 2023; and (2) Home Delivered Meals [\$1,366,911.83; \$205,037.00 county match] retroactively from October 1, 2022 to September 30, 2023.

On January 11, 2022, the Board of County Commissioners approved item #15, the Agency's request to accept two subgrant awards from the State of Nevada Aging and Disability Services Division for the following Older Americans Act Title III Programs: (1) Congregate Meals [\$449,018.90; match of \$67,353] retroactive for the period of October 1, 2021 to September 30, 2022; and (2) Home Delivered Meals [\$1,366,911.83; match \$205,037] retroactive from October 1, 2021 to September 30, 2022.

On September 28, 2021, the Board of County Commissioners approved item #7. F.1 and F.2, the Agency's request to accept Amendment #1 to the FY21 Home Delivered Meals subgrant award from the State of Nevada Aging and Disability Services Division in the amount of [\$265,405.19; \$46,842 county match] retroactive for the period October 1, 2020 to September 30, 2021 to provide home-delivered meals to seniors age 60+ in Washoe County and Amendment #1 to the FY21 Congregate Meals subgrant award from the State of Nevada Aging and Disability Services Division in the amount of [\$124,060; \$57,207 county match] retroactive for the period October 1, 2020 to September 30, 2021 to provide congregate meals to seniors age 60+ in Washoe County.

On March 9, 2021, the Board of County Commissioners approved item #11, the Agency's request to accept two subgrant awards from the State of Nevada Aging and Disability Services Division for the following Older Americans Act Title III Programs: (1) Congregate Meals [\$312,180; match of \$19,786] retroactive from October 1, 2020 through September 30, 2021; and (2) Home Delivered Meals [\$796,215.56; match \$79,362] retroactive from October 1, 2020 through September 30, 2021.

These are continuing grants that have been accepted by the Board of County Commissioners annually since 1987.

## **BACKGROUND**

Washoe County Human Services Agency anticipates providing 434,824 congregate and home delivered meals over the next year and with this funding. Meals are provided to seniors aged 60 or older in our community at no cost to the seniors, although voluntary program contributions are collected to further support the program.

The Aging and Disability Services Division (ADSD) allocates funding according to the number of meals projected then reimburses the Human Services Agency for actual meals served. The reimbursement rate provided by ADSD increased in federal FY24. The current reimbursement rate is \$3.40 for each congregate meal and \$3.90 for each home delivered meal. These nutrition programs are the backbone of the Human Services Agency Senior programming, helping to allow seniors to age in place and providing a social environment for peer interaction. Often the meals served are the only balanced meal seniors receive on a given day.

The annual cost of Washoe County Senior Nutrition Programs for FY2024 was approximately \$2,960,982, which includes funding from the Senior Services Fund 225, Indigent Fund 221, USDA/Nutrition Services Incentive Program (NSIP), soup program income, donations, and these Title III-C grants and related nutrition program income. The Title III-C grants are the single largest source of funding, and the programs would not be successful without them.

In addition to the meals provided through this ADSD funding, in February 2014, the Agency began the second home delivered meal (2<sup>nd</sup> HDM) program by committing a portion of County Indigent Funds to support a program expansion to the highest risk seniors who require additional assistance beyond that supported by the Home Delivered Meals and Congregate Meals programs. For the award year 2023 the 2<sup>nd</sup> HDM program provided an additional 16,407 meals above and beyond the grant funded home delivered meal program.

The Agency received the Subaward Amendment #1 for this grant on April 22, 2025 with effective dates of October 1, 2024; therefore, the request to accept these awards is retroactive.

### **GRANT AWARD SUMMARY**

**Project/Program Name:** FFY25 Home Delivered Meals

**Scope of the Project:** The Human Services Agency has received Federal and State grant funding through the State of Nevada, ACL, and Older Americans Act for the Home Delivered Meal program since 1973. Weekly delivery of lunchtime meals is provided at no charge to clients aged 60 and over and those less than 60 years of age for a nominal fee. This grant is an important component of the Agency's senior programming.

**Benefit to Washoe County Residents:** The Home Delivered Meal program provides homebound seniors throughout the County access to a nutritious mid-day meal and offers the opportunity for regular check-ins to address social and health needs and referrals to appropriate services; this interaction decreases barriers to isolation and prevents premature institutionalization.

**On-Going Program Support:** The grant award is used to support the Home Delivered Meal program which is supplemented by donations, program income, and ad valorem tax dollars.

<b>Award Amount:</b>	\$ 528,888.00	Federal Funds
	\$ 31,112.00	State Funds
	<b>\$ 560,000.00</b>	<b>Total Award</b>
		<b>(\$560,000.00 Direct/\$0 Indirect)</b>

**Grant Period:** October 1, 2024 to September 30, 2025

**Funding Source:** Administration for Community Living (ACL)  
Older Americans Act, Title III C1, and State of Nevada

**Pass Through Entity:** State of Nevada Aging and Disability Services Division

**CFDA Number:** 93.045

**Grant ID Number:** 16-000-04-2H-25

**Match Amount and Type:** \$84,000.00 cash match

**Sub-Awards and Contracts:** HSA has awarded RFP 3255-24 for senior nutrition food services, including preparation and delivery, to Trio Community Meals, LLC. This contract was approved by the Board on December 17, 2024 in an amount not to exceed \$3,100,000 for the period of October 1, 2024 – September 30, 2026 with the option to renew for four (4) one (1) year periods and supports both Congregate and Home Delivered Meals.

### **FISCAL IMPACT**

Should the board accept this grant award Amendment #1, the FY25 Human Services Agency, Senior Services Fund (F225) adopted budget will need to be increased by \$560,000.00, to account for grant and program income related to this award in both revenues and expenditures in the following accounts:

<u>Account Number</u>		<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
IO 12469	-431100	Federal Grants	\$ 528,888.00
		<b>Total Revenue</b>	<b>\$ 528,888.00</b>

IO 12469	-710592	Nutrition Program	\$ 528,888.00
		<b>Total Expenditures</b>	<b>\$ 528,888.00</b>

<u>Account Number</u>		<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
IO 12468	-432100	State Grants	\$ 31,112.00
		<b>Total Revenue</b>	<b>\$ 31,112.00</b>

IO 12468	-710592	Nutrition Program	\$ 31,112.00
		<b>Total Expenditures</b>	<b>\$ 31,112.00</b>

County match totaling \$84,000.00 is included in the adopted FY25 expense budget in the following internal order: 61004 – HDM Match.

Indirect costs are not allowable on this grant award as no salary or wages are included in the grant budget.

### **RECOMMENDATION**

It is recommended that the Board accept subgrant award Amendment #1 from the State of Nevada Aging and Disability Services Division for the following Older Americans Act Title III Program Home Delivered Meals for [\$560,000.00; \$84,000.00 county match] retroactively from October 1, 2024 to September 30, 2025; retroactively authorize the Director of the Human Services Agency to execute the grant award documents; and direct Finance to make the necessary budget amendments.

### **POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: *“move to accept subgrant award Amendment #1 from the State of Nevada Aging and Disability Services Division for the following Older Americans Act Title III Program Home Delivered Meals for [\$560,000.00; \$84,000.00 county match] retroactively from October 1, 2024 to September 30, 2025; retroactively authorize the Director of the Human Services Agency to execute the grant award documents; and direct Finance to make the necessary budget amendments.”*