

**Staff Report**  
**Board Meeting Date: July 24, 2025**

**DATE:** July 16, 2025  
**TO:** District Board of Health  
**FROM:** Kristen Palmer, Fiscal Compliance Officer  
[kpalmer@nnph.org](mailto:kpalmer@nnph.org), 775-328-2419  
Erin Dixon, Deputy District Health Officer  
[edixon@nnph.org](mailto:edixon@nnph.org), 775-328-2240

**SUBJECT:** Retroactively approve the State Public Health Funds Interlocal Agreement for the period of upon execution by the Nevada Board of Examiners through June 30, 2027, in the total amount of 2,364,160 (\$1,182,080 per fiscal year), in support of core functions of public health, and if approved, authorize the District Health Officer to execute any future amendments.

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**SUMMARY**

The District Board of Health must approve and execute Interlocal Agreements. The District Health Officer is authorized to execute agreements on the Board of Health's behalf not to exceed a cumulative amount of \$100,000 per contractor; over \$100,000 would require the approval of the District Board of Health.

The Nevada State budget included \$1,182,080 in noncategorical funding for Northern Nevada Public Health for both State Fiscal Year 2026 and 2027, for a total of \$2,364,160. For an Interlocal Agreement to be issued, the funding must go before the Board of Examiners with a signed agreement submitted prior to July 8, 2025. The Chair of the District Board of Health, based on approval provided at the June DBOH meeting, signed the ILA.

**District Health Strategic Priorities supported by this item:**

- 1. Healthy Lives:** Improve the health of our community by empowering individuals to live healthier lives.
- 2. Healthy Environment:** Create a healthier environment that allows people to safely enjoy everything Washoe County has to offer.
- 3. Local Culture of Health:** Lead a transformation in our community's awareness, understanding, and appreciation of health resulting in direct action.
- 4. Impactful Partnerships:** Extend our impact by leveraging partnerships to make meaningful progress on health issues.
- 5. Organizational Capacity:** Strengthen our workforce and increase operational capacity to support a growing population.
- 6. Financial Stability:** Enable the Health District to make long-term commitments in areas that will positively impact the community's health by growing reliable sources of income.

## **PREVIOUS ACTION**

At the June 2025 District Board of Health meeting, the Chair of the Board of Health was authorized to sign the Interlocal Agreement, with staff to present the signed ILA to the DBOH at the July 2025 meeting

## **BACKGROUND**

Northern Nevada Public Health was allocated \$1,182,080 in noncategorical funding for both State Fiscal Years 2026 and 2027 for a total of \$2,364,160.

Priorities for funding for Fiscal Year July 2025 – June 2026 will be determined upon the completion of the federal budget by the loss of federal funding for existing core public health activities. Programmatic activities could include:

- HIV Surveillance and Prevention
- Air Quality Monitoring
- Tobacco Prevention and Control
- Disease investigation
- Informatics

Two additional projects are proposed to be funded, including overtime for Back-to-School Immunization events, which previously had been covered by grants, and a collaborative project with Washoe County for a third-party auditor.

An Interlocal Agreement is required as a contract for the funds to be issued. Once the Interlocal Agreement is signed by NNPH, the contract will be submitted to the Nevada Board of Examiners for execution. To meet the deadline for the August 12, 2025, Board of Examiners meeting, all signed documents must be submitted no later than July 8, 2025. The next Board of Examiners meeting is September 9, 2025. This Interlocal Agreement will begin on the date approved by the BOE and is not eligible to be retroactive.

At the June 2025 District Board of Health meeting, the Chair of the Board of Health was authorized to sign the Interlocal Agreement, with staff to present the signed ILA to the DBOH at the July 2025 meeting. NNPH received the ILA on July 8, 2025, and the Chair was able to sign the ILA and return by the noon July 8, 2025, deadline. The signed ILA is attached.

## **FISCAL IMPACT**

As this contract was not included in the FY26 budget, a budget adjustment in the amount of \$1,182,080 in revenue and \$1,182,080 in expenditures is necessary to bring the Interlocal Contract into alignment with the program budget. Adjustments will be as follows:

| <u>Account Number</u> |         | <u>Description</u>        | <u>Amount of Increase/(Decrease)</u> |
|-----------------------|---------|---------------------------|--------------------------------------|
| 2002-IO-TBD           | -485300 | Other misc gov rev        | \$ 1,182,080                         |
|                       |         | <b>Total Revenue</b>      | <b>\$ 1,182,080</b>                  |
| 2002-IO-TBD           | -701412 | Salary Adjustment         | \$ 669,248                           |
| 2002-IO-TBD           | -705360 | Benefit Adjustment        | \$ 472,832                           |
| 2002-IO-TBD           | -710100 | Professional Services     | \$ 40,000                            |
|                       |         | <b>Total Expenditures</b> | <b>\$ 1,182,080</b>                  |

### **RECOMMENDATION**

It is recommended that the District Board of Health Retroactively approve the State Public Health Funds Interlocal Agreement for the period of upon execution by the Nevada Board of Examiners through June 30, 2027, in the total amount of 2,364,160 (\$1,182,080 per fiscal year), in support of core functions of public health, and if approved, authorize the District Health Officer to execute any future amendments.

### **POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be "Move to retroactively approve the State Public Health Funds Interlocal Agreement for the period of upon execution by the Nevada Board of Examiners through June 30, 2027, in the total amount of 2,364,160 (\$1,182,080 per fiscal year), in support of core functions of public health, and if approved, authorize the District Health Officer to execute any future amendments."