# WASHOE COUNTY

*Integrity Communication Service*

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## STAFF REPORT

**BOARD MEETING DATE: April 9, 2019**

**DATE:** March 18, 2019

**TO:** Board of County Commissioners

**FROM:** Jennifer Pierce, Fiscal Compliance Officer, 775-328-2418, jpierce@washoecounty.us

**THROUGH:** Anna Heenan, Administrative Health Services Officer, 775-328-2417, aheenan@washoecounty.us

**SUBJECT: Recommendation to approve amendments totaling an increase of [$1,900] in both revenue and expense to the FY19 National Environmental Health Association (NEHA) in support of the Environmental Health Services Division (EHS) Food Safety Program – National Environmental Assessment Reporting Systems (NEARS), IO 11565; and if approved direct the Comptroller's office to make the appropriate budget amendments. (All Commission Districts)**

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**SUMMARY**

The Washoe Board of County Commissioners must approve amendments to the adopted fiscal year budget and direct the Comptroller's Office to make the appropriate budget amendments.

**BCC Strategic Objective supported by this item:** Safe, Secure and Healthy Communities.

**PREVIOUS ACTION**

There has been no previous action taken by the Board.

**GRANT AWARD SUMMARY**

**Project/Program Name:** National Environmental Assessment Reporting Systems (NEARS)

**Scope of the Project:** The scope of work addresses the following:

- Washoe County Health District (WCHD) will use the funding to cover staff time to learn about the NEARS system and purchase environmental sampling and investigation equipment to support foodborne illness outbreak investigations. The foodborne illness investigation results will be entered in the NEARS database and the system will generate annual data reports on foodborne illness investigation activities in Washoe County and will help improve food safety programs.

**AGENDA ITEM # _____**

**Benefit to Washoe County Residents:** This Award supports the EHS Food Program efforts to achieve conformance with the FDA Voluntary National Retail Food Regulatory Program Standards and Centers for Disease Control (CDC). Implementing the standards benefits the community by reducing or eliminating the occurrence of illness and death from food produced in Washoe County food establishments. Reduction in the percentage of foodborne illness risk factors in food establishments has been identified as a goal in the Washoe County Health District Strategic Plan

**On-Going Program Support:** These funds will be used for one-time program expenditures.

| | |
|---|---|
| **Award Amount:** | Total award is $1,900 ($1,900 direct/$0 indirect) |
| **Grant Period:** | January 1, 2019 – December 31, 2019 |
| **Funding Source:** | Centers for Disease Control (CDC) |
| **Pass Through Entity:** | National Environmental Health Association (NEHA) |
| **CFDA Number:** | 93.421 |
| **Grant ID Number:** | CDC-RFA-OT18-1802 |
| **Match Amount and Type:** | None |

**Sub-Awards and Contracts:** No Sub-Awards are anticipated.

## FISCAL IMPACT

This award was not anticipated in the adopted FY19 budget. The District Board of Health (DBOH) is scheduled to approve this subaward at their March 28, 2019 meeting. Contingent upon DBOH approval of this award, the adopted FY19 budget will need to be amended as follows:

| Account Number | | Description | Amount of Increase/(Decrease) |
|---|---|---|---|
| 2002-IO-11565 | -431100 | Federal Revenue | $1,900 |
| | | **Total Revenue** | **$1,900** |
| 2002-IO-11565 | -701412 | Salary Adjustment | $1,186.37 |
| | -705360 | Benefit Adjustment | $543.43 |
| | -710300 | Operating Supplies | $170.20 |
| | | **Total Expenditures** | **$1,900** |

**RECOMMENDATION**

It is recommended that the Board of County Commissioners approve amendments totaling an increase of [$1,900] in both revenue and expense to the FY19 National Environmental Health Association (NEHA) in support of the Environmental Health Services Division (EHS) Food Safety Program – National Environmental Assessment Reporting Systems (NEARS), IO 11565; and if approved direct the Comptroller's office to make the appropriate budget amendments.

**POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: "Move to approve amendments totaling an increase of [$1,900] in both revenue and expense to the FY19 National Environmental Health Association (NEHA) in support of the Environmental Health Services Division (EHS) Food Safety Program – National Environmental Assessment Reporting Systems (NEARS), IO 11565; and if approved direct the Comptroller's office to make the appropriate budget amendments."