



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: February 12, 2019

DATE: December 5, 2018
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,
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SUBJECT: Recommendation to approve amendments totaling an increase of [\$3,000] in both revenue and expense to the FY19 Association of Food and Drug Official (AFDO) - Food Retail Program Standards Program –Managing Employee Health Workshop, IO 11549; and if approved direct the Comptroller’s office to make the appropriate budget amendments. (All Commission Districts)

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: Managing Employee Health Workshop

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

- Washoe County Health District (WCHD) conducted a risk factor study on the occurrence of foodborne illness risk factors in Washoe County food establishments, results of the study indicate a lack of written employee health policies, additionally poor personal hygiene was identified as being one of the foodborne illness risk factors needing attention. WCHD would like to include efforts to improve employee health policies into the ongoing interventions strategies designed to improve and control personal hygiene practices among food service workers. The WCHD would provide a joint training opportunity for both

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industry and regulator staff for an 8 hour workshop focusing on the impact of employee health on the foodborne illness risk factors, information on specific disease transmission, asymptomatic food workers, and hands on activities including the development of an example written employee health policy.

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. 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 \$3,000 (\$3,000 direct/\$0 indirect)
Grant Period: January 1, 2019 – December 31, 2019
Funding Source: U.S. Food and Drug Administration (FDA)
Pass Through Entity: Association of Food and Drug Officials (AFDO)
CFDA Number: 93.103
Grant ID Number: G-SP-1810-06287
Match Amount and Type: None
Sub-Awards and Contracts: No Sub-Awards are anticipated.

FISCAL IMPACT

As this award was not anticipated in the FY19 budget, a budget amendment in the amount of \$3,000 is necessary to bring the Award into alignment with the direct program budget.

Should the BCC approve these budget amendments, the FY19 budget will be amended as follows:

<u>Account Number</u>	<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
2002-IO-11549 -431100	Federal Revenue	\$3,000
	Total Revenue	\$3,000
2002-IO-11549 -710100	Professional Services	\$3,000
	Total Expenditures	\$3,000

RECOMMENDATION

It is recommended that the Board of County Commissioners approve amendments totaling an increase of [\$3,000] in both revenue and expense to the FY19 Food Retail Program Standards Program – Managing Employee Health Workshop, IO 11549; 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 [\$3,000] in both revenue and expense to the FY19 Food Retail Program Standards Program –Managing Employee Health Workshop, IO 11549; and if approved direct the Comptroller’s office to make the appropriate budget amendments.”