



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: February 25, 2025

DATE: January 24, 2025

TO: Board of County Commissioners

FROM: Irene Dominguez, Fiscal Compliance Officer, 775-328-2446,
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THROUGH: Jack Zenteno, Administrative Health Services Officer, 775-328-2417,
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SUBJECT: Recommendation to approve budget amendments totaling an increase of [\$69,602.00; no county match] in both revenue and expense to the FY25 Immunization Supplemental Special Projects Program Notice of Subaward, retroactive to October 1, 2024, through June 30, 2025, for the Community and Clinical Health Services (CCHS) Division to support Immunization Supplemental Special Projects Program agreement, and direct Finance to make the appropriate budget amendments. Northern Nevada Public Health. (All Commission Districts)

SUMMARY

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

Washoe County Strategic Objective supported by this item: Fiscal Sustainability

PREVIOUS ACTION

On December 3, 2024, the District Health Officer executed this subaward amendment in the total amount of \$80,044.00 for the period of October 1, 2024 through June 30, 2025.

BACKGROUND

Community and Clinical Health Services Immunization Supplemental Special Projects received funds for FY25 to work with children 0-6 years old, adolescents and adults in specific communities with low vaccination rates residing in Washoe County.

The Subgrant provides funding for personnel, operating, other and indirect expenditures.

GRANT AWARD SUMMARY

Project/Program Name: Community and Clinical Health Services, Immunization Supplemental Special Projects Program

AGENDA ITEM # _____

Scope of the Project: To increase immunization rates in children 0-6 years old, adolescents and adults in specific communities with low vaccination rates residing in Washoe County.

Benefit to Washoe County Residents: Funds will be used to support costs associated with the Immunization Supplemental Special Projects program in Reno, Sparks and Washoe County.

On-Going Program Support: NNPH will seek ongoing support through the Federal, Non-Governmental or State funding programs.

Award Amount: \$80,044.00 (**\$69,602.00 direct/\$10,442.00 indirect**)

Grant Period: October 1, 2024, to June 30, 2025

Funding Source: Cat 20 CDC-RFA-IP 19-1901 IZ– IIS Supplemental

Pass Through Entity: State of Nevada Department of Health and Human Services
Division of Public & Behavioral Health

CFDA Number: 93.268

Grant ID Number: 6 NH23IP922609-05-06

Match Amount and Type: No match required

Sub-Awards and Contracts: The Northern Nevada Public Health will follow the County and federal grant procurement guidelines for any subawards and contracts.

FISCAL IMPACT

Funding was not included in the FY25 adopted budget, therefore, a budget amendment for \$69,602.00 in both revenue and expense is needed in the following accounts:

<u>Account Number</u>	<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
IO 12430 -431100	Federal Grants	\$ 69,602.00
	Total Revenue	\$ 69,602.00

IO 12430	-701300	Overtime	\$	22,110.00
IO 12430	-701130	Pooled Positions	\$	38,157.00
IO 12430	-710300	Operating Supplies	\$	6,750.00
IO 12430	-710500	Other	\$	2,585.00
		Total Expenditures	\$	69,602.00

No budget amendment is necessary for the indirect revenue.

As this award funds personnel, if the funding is reduced or eliminated, the position hours will be reduced and/or the positions abolished accordingly, unless additional funding is secured.

These funds will support existing positions funded by other non-federal sources. Northern Nevada Public Health will ensure this is not considered supplanting for this award.

RECOMMENDATION

It is recommended that the Board of County Commissioners approve budget amendments totaling an increase of [\$69,602.00; no county match] in both revenue and expense to the FY25 Immunization Supplemental Special Projects Program Notice of Subaward, retroactive to October 1, 2024, through June 30, 2025, for the Community and Clinical Health Services (CCHS) Division to support Immunization Supplemental Special Projects Program agreement, and direct Finance to make the appropriate budget amendments.

POSSIBLE MOTION

Should the Board agree with the staff's recommendation, a possible motion would be: "Move to approve budget amendments totaling an increase of [\$69,602.00; no county match] in both revenue and expense to the FY25 Immunization Supplemental Special Projects Program Notice of Subaward, retroactive to October 1, 2024, through June 30, 2025, for the Community and Clinical Health Services (CCHS) Division to support Immunization Supplemental Special Projects Program agreement, and direct Finance to make the appropriate budget amendments."