



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: *December 9, 2025*

DATE: October 10, 2025

TO: Board of County Commissioners

FROM: Dave Solaro, Assistant County Manager
775-328-3624, dsolaro@washoecounty.gov

THROUGH: Kate Thomas, Interim County Manager

SUBJECT: Recommendation to approve the use of General Fund Contingency in the amount of [\$47,000.00] for Fiscal Year 26 in accordance with Nevada Revised Statute (NRS) 354.598005 to increase expenditure authority in the Office of the County Manager for a Contractor Agreement Amendment between Washoe County, a political subdivision of the State of Nevada, and Royal Ambulance, Inc. a California corporation authorized to do business in the State of Nevada who is currently providing Emergency Medical Services in Gerlach to support reasonable and necessary costs related to a need to increase the contract amount and provide an additional Emergency Medical Technician for three months during the first year of the existing contract; if approved authorize the Chair to sign the Contractor Agreement Amendment retroactive to December 1, 2025; and direct Finance to make the appropriate cross-functional budget appropriation transfers. [Total Fiscal Year impact \$47,000.00; net fiscal impact \$-0-]. (All Commission Districts).

SUMMARY

Staff is requesting that the Board of County Commissioners approve the use of General Fund Contingency in the amount of [\$47,000.00] for Fiscal Year 26 in accordance with Nevada Revised Statute (NRS) 354.598005 to increase expenditure authority in the Office of the County Manager for a Contractor Agreement Amendment between Washoe County and Royal Ambulance, Inc., as outlined in the report topic. This action is intended to address an emergent need for additional emergency medical services staffing in the Gerlach area, specifically by amending the existing contractor agreement to provide for an additional Emergency Medical Technician for a three-month period during the first year of the contract. When the agreement was completed and put into place in July, both Washoe County and Royal were hopeful that the State of Nevada EMS would approve the operating plan which included a three-month period during the slowest historical call months of December, January, and February where only a paramedic was on staff. The State did not approve this operating plan, and an emergency medical technician will need to be added to the current contract to be State compliant.

The additional cost of \$47,000.00 has been carefully evaluated to ensure it represents fair market value for the services provided. The agreement includes mechanisms for

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performance monitoring and reporting, ensuring accountability and transparency in service delivery.

This action is retroactive due to missing the agenda deadline for submission to meet the November 18, 2025 Board meeting.

PREVIOUS ACTION

On June 10, 2025, the Washoe County Board of County Commissioners considered and approved the Contractor Agreement between Washoe County and Royal Ambulance, Inc., a California corporation authorized to do business in the State of Nevada, to provide emergency medical services for a two-and-a-half-year term to the Gerlach area of Washoe County, effective July 1, 2025, and ending December 31, 2027, with an option for a two-year extension. The agreement was approved at an annual cost of \$603,000.00.

On May 20, 2025, the Washoe County Board of County Commissioners approved the Fiscal Year 2026 budget, which included \$6,800,000 in General Fund Contingency appropriations.

On July 12, 2022, the Washoe County Board of County Commissioners approved an interlocal agreement with the Pyramid Lake Paiute Tribe to provide emergency response services to the Gerlach area. This agreement, effective upon approval by the Pyramid Lake Tribal Council, established a five-year initial term with provisions for two-year extensions upon mutual agreement. The agreement included the use of Washoe County facilities and equipment in Gerlach to support the Tribe's operations.

On April 12, 2022, the Board approved a cooperative agreement with the Pyramid Lake Paiute Tribe for similar emergency response services in Gerlach. This agreement also featured a five-year term with two-year extensions and outlined the responsibilities of both parties, including staffing, equipment usage, and operational costs.

On September 18, 2018, the Board of Fire Commissioners reviewed a staff presentation regarding the potential adjustment of Truckee Meadows Fire Protection District boundaries to include Gerlach. This discussion was part of broader efforts to address emergency response needs in the region.

BACKGROUND

The current recommendation is brought forward in the context of Washoe County's ongoing efforts to address the unique challenges of providing emergency medical services (EMS) in the Gerlach area. The Gerlach region, due to its geographic isolation and limited local resources, has historically required alternative service delivery models distinct from those used in more urbanized areas of the County. Over the past several years, the County has transitioned through various EMS arrangements, including volunteer-based models, interlocal agreements with neighboring jurisdictions, and, most recently, contracted services with external providers. These transitions have been driven by persistent difficulties in recruiting and retaining qualified personnel, fluctuating community needs, and the necessity to ensure continuous, high-quality EMS coverage in a remote setting.

The legal framework governing the County's ability to enter into such service agreements and to make associated budgetary adjustments is established by Nevada Revised Statutes, particularly NRS 354.598005. This statute authorizes the Board of County

Commissioners to approve transfers of budget appropriations between functions, funds, or contingency accounts, provided that such transfers do not increase the total appropriation for any fiscal year and are not in conflict with other statutory provisions. The statute further requires that all such transfers be approved by the governing body in a public meeting and be properly documented in the official record. In addition, NRS 354.608 prohibits direct expenditure from contingency accounts, mandating that all contingency funds be transferred to the appropriate functional account before use.

Washoe County's administrative practice, as reflected in prior Board actions, is to utilize General Fund Contingency as a financial reserve to address unanticipated or emergent needs that arise during the fiscal year. This mechanism has been employed for a range of purposes, including, but not limited to, emergency response, infrastructure failures, and contractual adjustments necessitated by changing operational requirements. The process for requesting and approving contingency transfers is designed to ensure that all such actions are justified, transparent, and consistent with both statutory requirements and County policy. Requests must include a detailed explanation of the emergent or unanticipated nature of the expenditure, the absence of alternative funding sources, and the alignment with County priorities. All transfers are subject to Board approval in an open meeting, and the Finance Department is responsible for processing the associated budget appropriation transfers.

In the specific context of EMS provision in Gerlach, the County has previously relied on a combination of volunteer fire department services, temporary staffing arrangements, and interlocal agreements with entities such as the Truckee Meadows Fire Protection District and the Pyramid Lake Paiute Tribe. These models have evolved in response to operational challenges, including declining volunteer participation and the need for 24/7 paramedic-level coverage. The current contract with Royal Ambulance, Inc. represents the latest iteration in the County's efforts to secure a sustainable and reliable EMS solution for the Gerlach community.

The use of General Fund Contingency to support amendments to the Royal Ambulance contract, including the addition of an Emergency Medical Technician for a defined period, is consistent with the County's established approach to managing unforeseen but essential expenditures. This approach ensures that the County remains compliant with statutory budgetary requirements while maintaining the flexibility necessary to respond to dynamic service demands in remote and underserved areas.

There have been no other Fiscal Year 26 General Fund Contingency items considered or approved by the Board and this request has been discussed with the Budget Division. Approval of these transfers will leave \$6,753,000.00 available in the FY26 General Fund Contingency.

FISCAL IMPACT

Fiscal impact of this action is limited to a one-time transfer from the General Fund Contingency to the Office of the County Manager for Fiscal Year 26, in accordance with the procedures and restrictions set forth in Nevada Revised Statute (NRS) 354.598005.

The requested transfer is designed to augment expenditure authority for the specific purpose of amending the existing contractor agreement with Royal Ambulance, Inc., thereby enabling the County to address an emergent operational need without exceeding the total appropriations for the fiscal year. This approach is consistent with established

County practice for managing unforeseen but essential expenditure and ensures that the County remains in compliance with statutory budgetary requirements. The Finance Department will process the necessary cross-functional budget appropriation transfers to effectuate this action, and all adjustments will be made within the existing approved budget for Washoe County. This mechanism preserves the County's overall fiscal flexibility and supports the continued delivery of critical public safety services in accordance with Board policy and state law. [NRS 354.598005]

If approved, the use of General Fund contingency in account 189000-820000 and the associated cross-functional budget appropriation transfers are anticipated to bring the budget into alignment with actual and/or anticipated expenditures for Fiscal Year 2026 (FY26) for the items outlined above. All adjustments are within the existing approved budget for Washoe County and are summarized in the following table.

General Fund Contingency Transfer:

Fund/Function	Department/ Expenditure/Transfer	Cost Object(s)/ G- L Account(s)	Budget Change
General Fund (F100)	Contingency Funds		
General Gov't	Contingency	189000- 820000	(47,000.00)
<i>Subtotal Contingency</i>			<i>(47,000.00)</i>
General Fund (F100)	Department/Expenditure		
Public Safety	Office of the County Manager	187530- 710400	47,000
<i>Subtotal Expenditures</i>			<i>47,000.00</i>
<i>NET TOTAL CONTINGENCY</i>			<i>-0.00-</i>

*Upon approval, Finance will need to process all budget appropriation transfers as outlined above, prior to June 30, 2026.

RECOMMENDATION

Staff recommends the Board of County Commissioners approve the use of General Fund Contingency in the amount of [\$47,000.00] for Fiscal Year 26 in accordance with Nevada Revised Statute (NRS) 354.598005 to increase expenditure authority in the Office of the County Manager for a Contractor Agreement Amendment between Washoe County, a political subdivision of the State of Nevada, and Royal Ambulance, Inc. a California corporation authorized to do business in the State of Nevada who is currently providing Emergency Medical Services in Gerlach to support reasonable and necessary costs related to a need to increase the contract amount and provide an additional Emergency Medical Technician for three months during the first year of the existing contract; if approved authorize the Chair to sign the Contractor Agreement Amendment retroactive to December 1, 2025; and direct Finance to make the appropriate cross-functional budget appropriation transfers. [Total Fiscal Year impact \$47,000.00; net fiscal impact \$-0-].

POSSIBLE MOTION

Should the Board agree with the staff's recommendation, a possible motion would be:
"Move to approve the use of General Fund Contingency in the amount of [\$47,000.00] for Fiscal Year 26 in accordance with Nevada Revised Statute (NRS) 354.598005 to increase expenditure authority in the Office of the County Manager for a Contractor Agreement Amendment between Washoe County, a political subdivision of the State of Nevada, and Royal Ambulance, Inc. a California corporation authorized to do business in the State of Nevada who is currently providing Emergency Medical Services in Gerlach to support reasonable and necessary costs related to a need to increase the contract amount and provide an additional Emergency Medical Technician for three months during the first year of the existing contract; if approved authorize the Chair to sign the Contractor Agreement Amendment retroactive to December 1, 2025; and direct Finance to make the appropriate cross-functional budget appropriation transfers. [Total Fiscal Year impact \$47,000.00; net fiscal impact \$-0-]."