



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: August 16, 2022

DATE: Thursday, August 11, 2022
TO: Board of County Commissioners
FROM: Francisco Ceballos, Emergency Management Program Coordinator
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THROUGH: Dave Solaro, Assistant County Manager
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SUBJECT: Recommendation to approve a Letter of Intent for the FFY 2022 Emergency Management Performance Grant (EMPG). Letter of Intent is stating the State of Nevada, Division of Emergency Management (NDEM) is awarding [\$225,555.20, \$225,555.20 County match required] for FFY 2022 including funds to be used for travel; retroactive from October 1, 2021 through September 30, 2023; If approved authorize the County Manager or his designee to sign the grant award documents when received; and direct the Comptroller's Office to reimburse the General Fund through transfer for the expense of [\$56,807.03] salary and benefits for the Emergency Management Administrator incurred in FY 22 and to make the necessary budget amendments. Manager's Office. (All Commission Districts) FOR POSSIBLE ACTION

SUMMARY

This item recommends that the Washoe County Board of County Commissioners (the Board) approve Letter of Intent for the FFY 2022 EMPG. Letter of Intent stating the NDEM is awarding [\$225,555.20, \$225,555.20 County match required] for FFY 2022 including funds to be used for travel; retroactive from October 1, 2021 through September 30, 2023; If approved authorize the County Manager or his designee to sign the grant award documents when received; and direct the Comptroller's Office to reimburse the General Fund through transfer for the expense of [\$56,807.03] salary and benefits for the Emergency Management Administrator incurred in FY 22 and to make the necessary budget amendments.

The Board annually accepts the Emergency Management Performance Grant (EMPG) to fund a portion of the County's Emergency Management program. The State of Nevada, Division of Emergency Management has provided this grant award to Washoe County for more than 19 years. The EMPG program provides funding to assist local governments to sustain and enhance all-hazards emergency management activities.

AGENDA ITEM # _____

This grant is retroactive due to the delay of the US Department of Homeland Security releasing the funds to the Nevada Division of Emergency Management.

Washoe County Strategic Objective supported by this item: Support a thriving community.

PREVIOUS ACTION

August 17, 2021 - The Board approved the letter of intent from NDEM to award \$253,502.00 for EMPG and directed the comptroller to make the necessary budget amendments.

August 18, 2020 - The Board approved the letter of intent from NDEM to award \$170,877.00 for EMPG and directed the comptroller to make the necessary budget amendments.

June 25, 2019 - The Board approved the letter of intent from NDEM to award \$170,877.00 for EMPG and directed the comptroller to make the necessary budget amendments.

June 19, 2018 – The Board of County Commissioners accepted a Letter of Intent for an 2018 EMPG from the State of Nevada, Department of Emergency Management for \$170,877.00 [with a County match of \$170,877.00]; and directed the Comptroller’s Office to make the appropriate budget amendments.

June 27, 2017 – The Board of County Commissioners accepted a Letter of Intent for an 2017 EMPG from the State of Nevada, Department of Emergency Management for \$170,877.00 [with a County match of \$170,877.00]; and directed the Comptroller’s Office to make the appropriate budget amendments.

June 28, 2016 – The Board of County Commissioners accepted a Letter of Intent for an 2016 EMPG from the State of Nevada, Department of Emergency Management for \$170,877.00 [with a County match of \$170,877.00]; and directed the Comptroller’s Office to make the appropriate budget amendments.

The Board has approved this grant for the past 19 years.

BACKGROUND

This grant provides partial funding for the Washoe County Emergency Management Administrator position, consulting services for avalanche and weather advisory services, plan updates, training, supplies, and operating expenses for the Regional Emergency Operations Center.

This grant requires a 100% match.

GRANT AWARD SUMMARY

Project/Program Name: FFY 2022 Emergency Management Performance Grant (EMPG)

Scope of the Project: The EMPG program provides funding to assist local governments to sustain and enhance all-hazards emergency management capabilities.

Benefit to Washoe County Residents: The benefit of this funding is for emergency preparedness for the protection of life and property in the region from hazards and disasters.

On-Going Program Support: We will continue to seek grant funding to sustain the Emergency Management program.

Award Amount: \$225,555.20

Grant Period: October 1, 2021, through September 30, 2023

Funding Source: Department of Homeland Security

Pass Through Entity: Nevada Division of Emergency Management

CFDA Number: 97.042

Grant ID Number: TBD

Match Amount and Type: \$102,335.61 – Provided by CC 155110; \$123,219.59 – Provided by WCSO CC 150680

Sub-Awards and Contracts: \$5,000.00 – Avalanche Service TBD; \$12,500.00 – WebEOC Training TBD; \$8,000.00 – Evacuation Video Public Information TBD; \$10,000.00 Equipment; \$18,000.00 Full Scale Exercise; \$85,000.00 – Emergency Management Plan Updates

FISCAL IMPACT

This grant requires a 100% match. The County will provide [\$102,335.61] in Emergency Management Performance Grant Match Cost Center (155110) and [\$123,219.59] from WCSO Search and Rescue Cost Center (150680), total [\$225,555.20]. No indirect costs are being recovered.

Should the board accept this grant award and approve these amendments, the adopted budget will be increased by [\$150,715.56] in revenues. Budget authority for personnel expenses is projected and accounted for in the FY 23 adopted budget. The below budget amendment is for increased authority in Services and Supplies in the amount of [\$93,908.53], as well as a [\$56,807.03] transfer to reimburse the General Fund for expenses incurred in FY 22.

The FFY 2022 EMPG award totals [\$225,555.20] for the period of October 1, 2021, through September 30, 2023, with the personnel category performance period retroactive from October 1, 2021, through September 30, 2022. In FY 22, there were [\$56,807.03] in actual expenditures and budget expenditure authority of [\$168,748.17] has been accounted for in the FY 23 budget within Internal Order FY22 EMPG (IO 11896).

Cost Object & Description	G/L Account & Description	Amount
Revenue:		
IO 11896 – FFY22 EMPG	431100 – Federal Grants	150,715.56
Expenditures:		
IO 11896 – FFY22 EMPG	710100 – Professional Services	93,908.53
IO 11896 – FFY22 EMPG	811001 – Transfer to General	56,807.03
CC 155100 – Emergency Management	622270 – TF Other Restricted	56,807.03

RECOMMENDATION

It is recommended that the Board of County Commissioners approve a Letter of Intent for the FFY 2022 Emergency Management Performance Grant (EMPG). Letter of Intent is stating the State of Nevada, Division of Emergency Management (NDEM) is awarding [\$225,555.20, \$225,555.20 County match required] for FFY 2022 including funds to be used for travel; retroactive from October 1, 2021 through September 30, 2023; If approved authorize the County Manager or his designee to sign the grant award documents when received; and direct the Comptroller’s Office to reimburse the General Fund through transfer for the expense of [\$56,807.03] salary and benefits for the Emergency Management Administrator incurred in FY 22 and to make the necessary budget amendments.

POSSIBLE MOTION

Should the Board agree with staff’s recommendation, a possible motion would be:
“Move to approve the recommendation to approve a Letter of Intent for the FFY 2022 Emergency Management Performance Grant (EMPG). Letter of Intent is stating the State of Nevada, Division of Emergency Management (NDEM) is awarding [\$225,555.20, \$225,555.20 County match required] for FFY 2022 including funds to be used for travel; retroactive from October 1, 2021 through September 30, 2023; If approved authorize the County Manager or his designee to sign the grant award documents when received; and direct the Comptroller’s Office to reimburse the General Fund through transfer for the expense of [\$56,807.03] salary and benefits for the Emergency Management Administrator incurred in FY 22 and to make the necessary budget amendments.”