



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: October 9, 2018

DATE: Thursday, October 04, 2018

TO: Board of County Commissioners

FROM: Amber Howell, Director, Human Services Agency

ahowell@washoecounty.us 775-785-8600

THROUGH: Kate Thomas, Assistant County Manager

SUBJECT: Approve the Independent Contractor Agreement with Frankie Lemus, a Sole Proprietor, to provide Needs Assessment Support Services in the amount of [\$104,000], retroactive July 1, 2018 to June 30, 2019, and authorize the Purchasing and Contracts Manager to execute the agreement. (All Commission Districts)

SUMMARY

Approve the Independent Contractor Agreement with Frankie Lemus, a Sole Proprietor, to provide Needs Assessment Support Services in the amount of [\$104,000], retroactive July 1, 2018 to June 30, 2019, and authorize the Purchasing and Contracts Manager to execute the agreement.

Washoe County Strategic Objective supported by this item: Safe, Secure and Healthy Communities

PREVIOUS ACTION

No previous action.

BACKGROUND

Retroactive approval is requested due to the finalization of the Independent Contractor Agreement.

The Human Services Agency has the need to conduct a needs assessment to better understand needs and or gaps in the frontline practice, management/organization roles, community partner involvement (including judicial and law enforcement), programs and the overall system capacity serving the indigent adult and senior populations.

The needs assessment will initially evaluate the County's signature Crossroads program to identify gaps and services necessary to enhance and expand the program to better serve community needs.

AGENDA ITEM # _____

FISCAL IMPACT

Should the Board approve the Independent Contractor Agreement, sufficient budget authority in Fund 221 cost center 210100 – Indigent Assistance, in general ledger account 710100 (Professional Services).

RECOMMENDATION

It is recommended that the board approve the Independent Contractor Agreement with Frankie Lemus, a Sole Proprietor, to provide Needs Assessment Support Services in the amount of [\$104,000], retroactive July 1, 2018 to June 30, 2019, and authorize the Purchasing and Contracts Manager to execute the agreement.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be:
“Approve the Independent Contractor Agreement with Frankie Lemus, a Sole Proprietor, to provide Needs Assessment Support Services in the amount of [\$104,000], retroactive July 1, 2018 to June 30, 2019, and authorize the Purchasing and Contracts Manager to execute the agreement.”