



# WASHOE COUNTY

Integrity Communication Service

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## STAFF REPORT

BOARD MEETING DATE: December 11, 2018

**DATE:** October 19, 2018  
**TO:** Board of County Commissioners  
**FROM:** Nancy Kerns Cummins, Fiscal Compliance Officer  
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**THROUGH:** Anna Heenan, Administrative Health Services Officer  
775-328-2417, [aheenan@washoecounty.us](mailto:aheenan@washoecounty.us)  
**SUBJECT:** Approve amendments totaling an increase of [\$57,711.00] in both revenue and expense (no match required) in support of the Community and Clinical Health Services Division Chronic Disease Prevention Program IO#11534 and direct the Comptroller's office to make the appropriate budget amendments. (All Commission Districts)

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### 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 adjustments.

The Community and Clinical Health Services Division received a Notice of Subaward from the State of Nevada Department of Health and Human Services, Division of Welfare and Supportive Services on October 17, 2018 to support the Chronic Disease Prevention Program. The funding period is retroactive to October 1, 2018 through September 30, 2019. Page one of the Notice of Subaward is attached.

**BCC Strategic Objective supported by this item:** Safe, Secure and Healthy Communities.

### PREVIOUS ACTION

No previous action has been taken relevant to this item this fiscal year.

### BACKGROUND/GRANT AWARD SUMMARY

**Project/Program Name:** Supplemental Nutrition Assistance Program Education (SNAP-Ed)

**Scope of the Project:** SNAP-Ed is an evidence-based program that helps people lead healthier lives. SNAP-Ed programs increase the likelihood that persons eligible for SNAP

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will make healthy food choices within a limited budget and choose physically active lifestyles. Funding will support staffing, travel, operating supplies to include promotional items, outreach and advertising and indirect expenses.

**Benefit to Washoe County Residents:** This component of the Chronic Disease Prevention Program will support the Wolf Pack coaches' challenge and a parks project targeting low-income neighborhoods to promote physical activity and drinking water.

**On-Going Program Support:** The Health District will apply for continuation funding to support this program.

**Award Amount:** \$ 63,482.00 (includes \$5,771.00 indirect)

**Grant Period:** October 1, 2018 through September 30, 2019

**Funding Source:** U.S.D.A. Food and Nutrition Service

**Pass Through Entity:** State of Nevada Department of Health and Human Services, Division of Welfare and Supportive Services

**CFDA Number:** 10.561

**Grant ID Number:** 7NV430NV5 / Ed1924

**Match Amount and Type:** None

**Sub-Awards and Contracts:** No Sub-Awards will be funded.

### **FISCAL IMPACT**

This award was not anticipated in the adopted FY19 budget. The District Board of Health (DBOH) is scheduled to approve this Subaward at their December 13, 2018 meeting. Contingent upon DBOH approval of this award, the adopted FY19 budget will need to be increased by \$57,711.00 in the following accounts:

<b>Account Number</b>	<b>Description</b>	<b>Amount of Increase</b>
2002-IO-11534-431100	Federal Grants	<b>\$57,711.00</b>
2002-IO-11534-701412	Salary adjustment	\$4,341.00
2002-IO-11534-701130	Pooled Positions	\$27,580.00
2002-IO-11534-705360	Benefit adjustment	\$2,288.00
2002-IO-11534-710300	Operating Supplies	\$12,500.00
2002-IO-11534-710350	Office Supplies	\$250.00
2002-IO-11534-710500	Other Supplies	\$9,000.00
2002-IO-11534-710502	Printing	\$1,000.00
2002-IO-11534-710512	Auto Expense	\$752.00

### **RECOMMENDATION**

Staff recommends that the Washoe Board of County Commissioners approve amendments totaling an increase of [\$57,711.00] in both revenue and expense (no match required) in support of the Community and Clinical Health Services Division Chronic Disease Prevention Program IO#11534 and 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 [\$57,711.00] in both revenue and expense (no match required) in support of the Community and Clinical Health Services Division Chronic Disease Prevention Program IO#11534 and direct the Comptroller's office to make the appropriate budget amendments."