

STAFF REPORT
BOARD MEETING DATE: January 12, 2016

CM/ACM____
Finance____
DA____
Risk Mgt.____
HR____
Other____

DATE: December 21, 2015
TO: Board of County Commissioners
FROM: Erin Dixon, Fiscal Compliance Officer, Washoe County Health District
775-328-2419, edixon@washoecounty.us

THROUGH: Anna Heenan, Administrative Health Services Officer

SUBJECT: Approval amendments totaling an increase of \$24,005 in both revenue and expense to the FY 16 ASPR Public Health Preparedness – Carryover Federal Grant Program, IO 11292; and if approved direct the Comptroller's office to make the appropriate budget adjustments (All Commission Districts)

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 Washoe County Health District received a Notice of Subgrant Award from the Division of Public and Behavioral Health for the period November 1, 2015 through June 30, 2016 in the total amount of \$25,805 in support of the ASPR Public Health Preparedness Carryover Grant Program. A copy of the first page of Notice of Subgrant Award is attached.

District Board of Health strategic priority: Protect population from health problems and health hazards.

PREVIOUS ACTION

There has been no previous action taken by the Board this fiscal year.

BACKGROUND

The Nevada Division of Public and Behavioral Health awarded the Public Health Preparedness Program \$25,805 (with \$2,580.50 or 10% match) for the period November 1, 2015 through June 30, 2016. Funds will be used to support contractual, supplies, and overtime of coroner staff to assist in the revision of the Mass Fatality Plan.

The FY16 ASPR Carryover funds were not projected in the FY16 budget. The total award amount is \$25,805. A budget amendment in the amount of \$24,005 is necessary to bring the Notice of Subgrant

Award into alignment with the program budget. A budget adjustment is not necessary for the indirect revenue.

FISCAL IMPACT

The FY16 budget did not include any funding for this grant. A budget amendment in the amount of \$24,005 is necessary to bring the Notice of Grant Award into alignment with the program budget.

Should the Board approve these budget amendments, the total adopted FY16 budget will be increased by \$24,005 by adjustments to the following accounts:

<u>Account Number</u>	<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
2002-IO-11292	-431100 Federal Revenue	\$24,005
	Total Revenue	\$24,005
-701110	Base Salaries	2,674
-710100	Professional Svcs	20,381
-710300	Operating Supplies	950
	Total Expenditures	\$24,005

RECOMMENDATION

Staff recommends that the Washoe Board of County Commissioners approve amendments totaling an increase of \$24,005 in both revenue and expense to the FY 16 ASPR Public Health Preparedness – Carryover Federal Grant Program, IO 11292; and if approved direct the Comptroller's office to make the appropriate budget adjustments.

POSSIBLE MOTION

Move to approve amendments totaling an increase of \$24,005 in both revenue and expense to the FY 16 ASPR Public Health Preparedness – Carryover Federal Grant Program, IO 11292; and if approved direct the Comptroller's office to make the appropriate budget adjustments.