



WASHOE COUNTY

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STAFF REPORT

BOARD MEETING DATE: February 12, 2019

DATE: December 5, 2018
TO: Board of County Commissioners
FROM: Jennifer Pierce, Fiscal Compliance Officer, 775-328-2418,
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THROUGH: Anna Heenan, Administrative Health Services Officer, 775-328-2417,
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SUBJECT: Recommendation to approve amendments totaling an increase of [\$18,000] in both revenue and expense to the FY19 Association of Food and Drug Official (AFDO)- Food Retail Program Standards Program –NC State Retail HACCP and Validation and Verification Course, IO-11545; and if approved direct the Comptroller's office to make the appropriate budget amendments. (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 amendments.

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

PREVIOUS ACTION

There has been no previous action taken by the Board.

GRANT AWARD SUMMARY

Project/Program Name: NC State Retail HACCP and Validation and Verification Course

Scope of the Project: The scope of work addresses the following:

- The Washoe County Health District (WCHD) is responsible for conducting compliance inspections at over 3,600 food establishments in the Reno/Sparks area. Due to the growth of the food movement, many of these establishments are conducting specialized food processes that require HACCP plans and/or code waivers. The WCHD would like to enhance knowledge of these processes while also making efforts to bridge the gap between regulators and food industry by

AGENDA ITEM # _____

having NC State University teach their Retail HACCP Validation and Verification course in Reno. This project would include two consecutive two-day courses and a half-day train the trainer session.

Benefit to Washoe County Residents: This Award supports the EHS Food Program efforts to achieve conformance with the FDA Voluntary National Retail Food Regulatory Program Standards. Implementing the standards benefits the community by reducing or eliminating the occurrence of illness and death from food produced in Washoe County food establishments. Reduction in the percentage of foodborne illness risk factors in food establishments has been identified as a goal in the Washoe County Health District Strategic Plan.

On-Going Program Support: These funds will be used for one-time program expenditures.

Award Amount: Total award is \$19,800 (\$18,000 direct/\$1,800 indirect)

Grant Period: January 1, 2019 – September 30, 2019

Funding Source: U.S. Food and Drug Administration (FDA)

Pass Through Entity: Association of Food and Drug Officials (AFDO)

CFDA Number: 93.103

Grant ID Number: G-MP-1810-06328

Match Amount and Type: None

Sub-Awards and Contracts: No Sub-Awards are anticipated.

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 January 24, 2019 meeting. Contingent upon DBOH approval of this award, the adopted FY19 budget will need to be increased by \$18,000 in the following accounts:

<u>Account Number</u>	<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
2002-IO-11545 -431100	Federal Revenue	\$18,000
	Total Revenue	\$18,000
2002-IO-11545 -710100	Professional Services	\$18,000
	Total Expenditures	\$18,000

RECOMMENDATION

It is recommended that the Board of County Commissioners approve amendments totaling an increase of [\$18,000] in both revenue and expense to the FY19 Food Retail Program Standards Program – NC State Retail HACCP and Validation and Verification Course, IO-11545; and if approved 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 [\$18,000] in both revenue and expense to the FY19 Food Retail Program Standards Program –NC State Retail HACCP and Validation and Verification Course, IO-11545; and if approved direct the Comptroller's office to make the appropriate budget amendments."